

Supernote X

User's Manual V 1.6

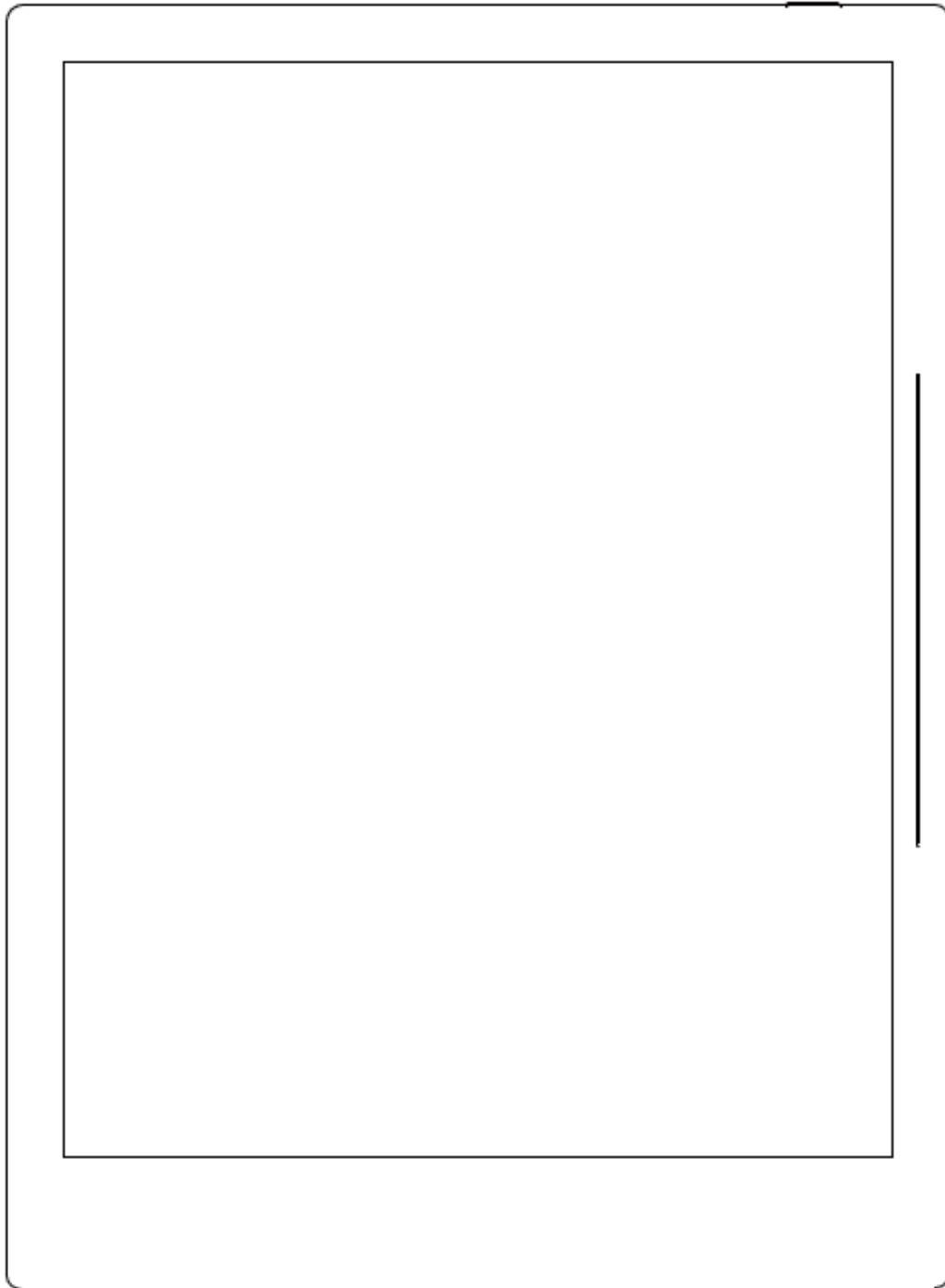


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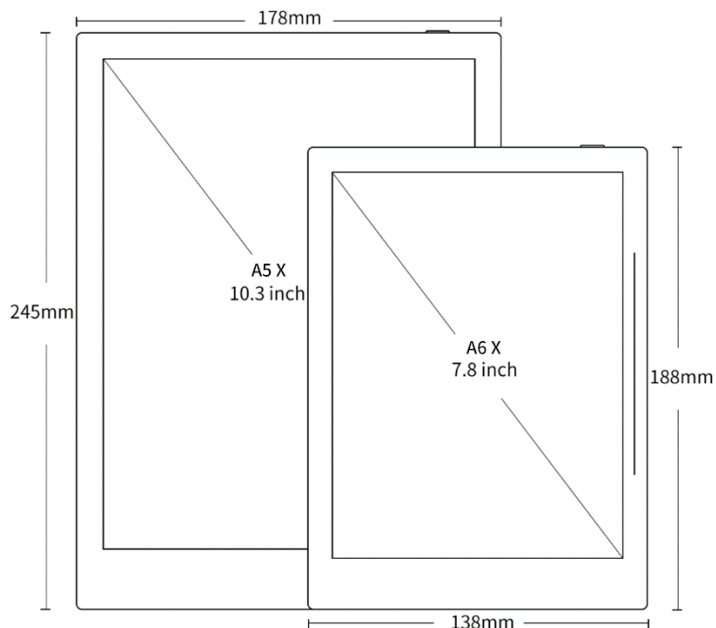
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Applicable Models

This manual will guide you to use Supernote, and the applicable model is Supernote A5 X and Supernote A6 X

➤ Specifications



● Supernote A5 X

Resolution: 1872*1404 (226DPI)

Storage: 32G

RAM: 2G

Battery capacity: 3800mAh

● Supernote A6 X

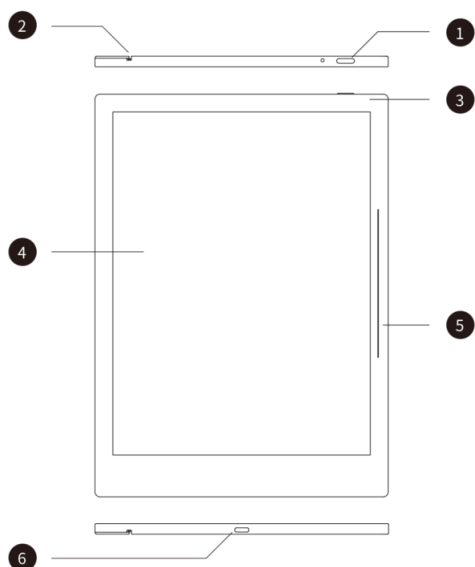
Resolution: 1872*1404 (300DPI)

Storage: 32G

RAM: 2G

Battery capacity: 2900mAh

➤ Structures



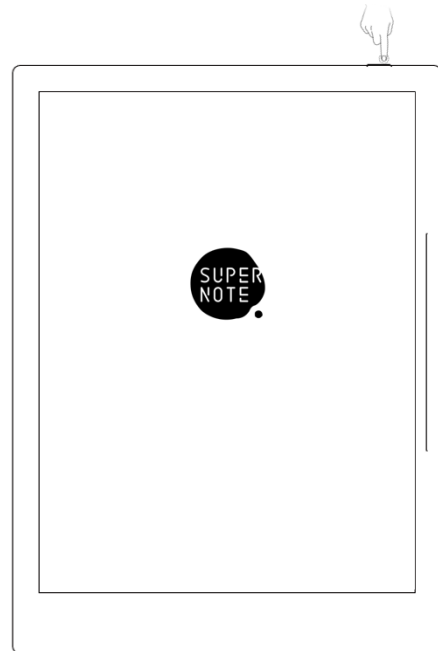
1. Power on/off
2. Guide Rail
3. Battery charge indicator
4. E Ink Display
5. Slide bar tag menu
6. USB port (type-C)

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




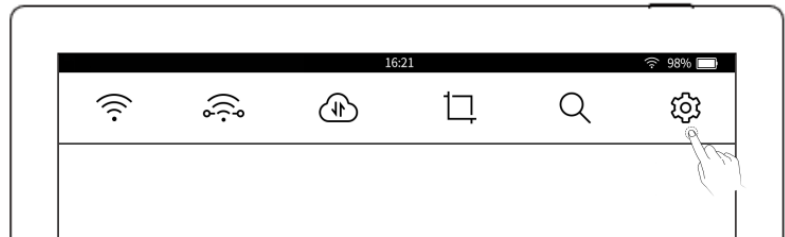
- 2、 After first power on, please follow the instructions to complete initial settings:
 - System languages: English, Japanese, Simplified Chinese and Complex Chinese
(Please refer to the chapter [language, date& time](#) for more help)
 - Wi-Fi settings (Please refer to [Connect to Wi-Fi](#))
 - Account registration and login(Please refer to [Register and login](#))
 - Preferred Setting(Please refer to [Preferred settings](#), all Illustrations in this user manual take the right-hand mode as an example.
 - 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

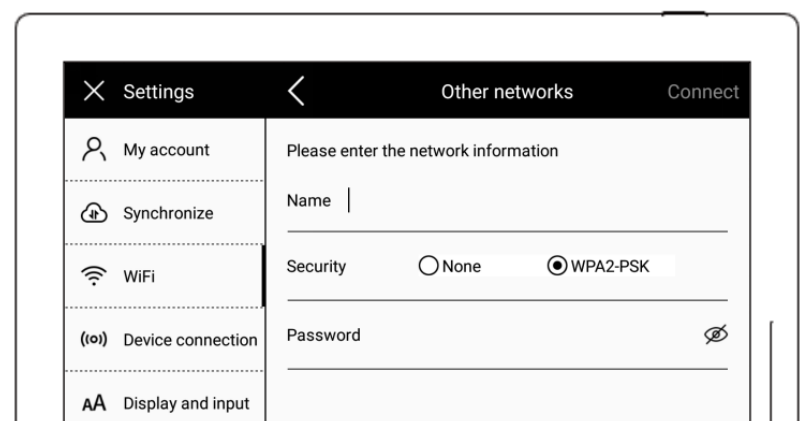
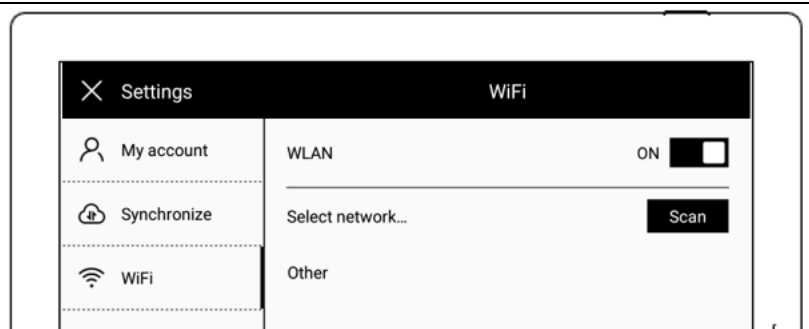
Swipe down from the top of the screen


- 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 “**Other**” 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 from your device to confirm the connection status).

1.3 Register and log in

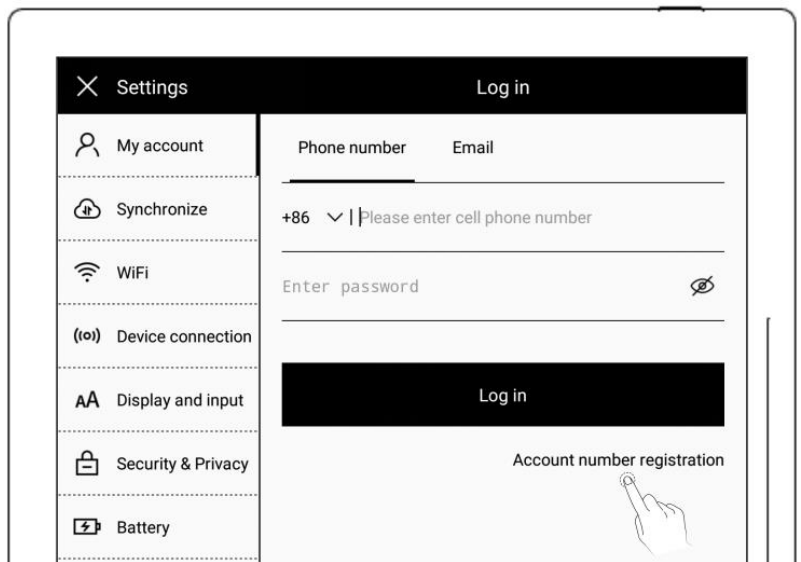
1、 Activate the top status bar

- Tap the settings icon “

2、 My account

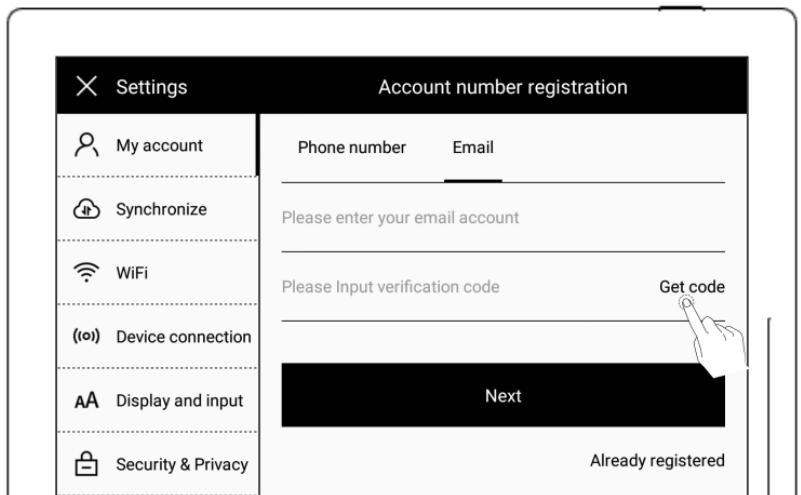
- Tap “**Account number registration**”

(If already registered, you can login directly)

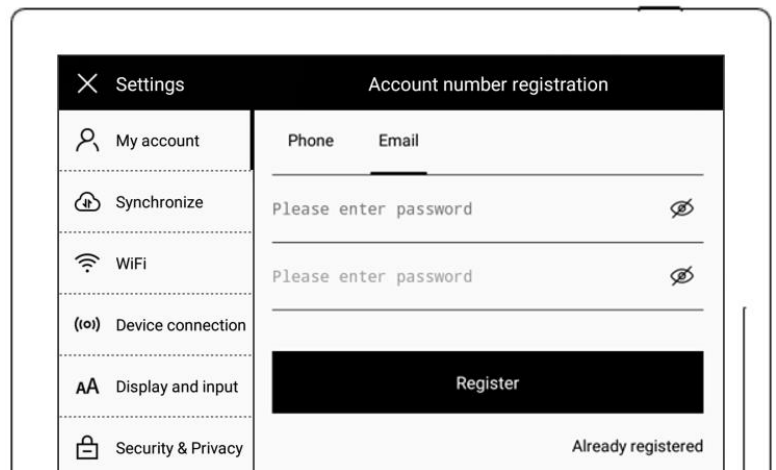


3、 Account number registration: both mobile phone number and email are available

- 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”

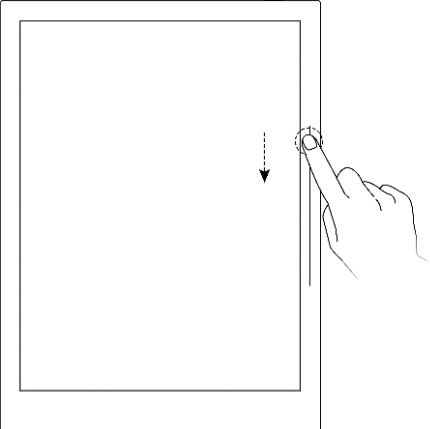


***Note:** After completing registration, it will jump to "Successful login" page to bind your account to the device (Refer to "[Cloud register and log in](#)" or "[Mobile APP quick login](#)" to get more registration methods).

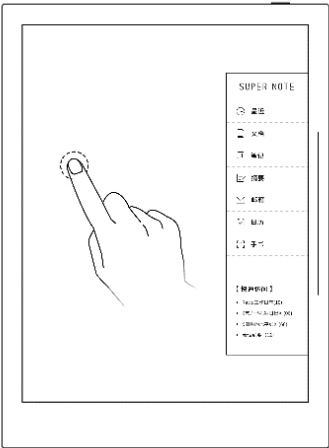
The device can be only bound to a sole account and you have to reset the device to factory settings if you want to switch to another account (Refer to "[Reset](#)" to restore factory initialization settings).

Chapter 2 Gestures and toolbar

2.1 Gestures

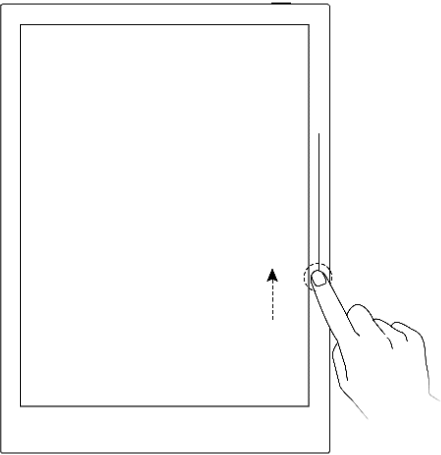
Gesture	Illustration	Description
Swipe down on the right slide bar		Activate the slide bar tag menu

Single-click with
single finger on
screen



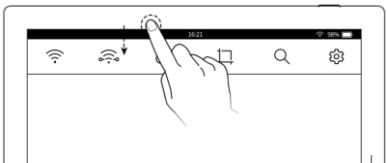
Hide the slide bar tag
menu

Swipe up on the
right slide bar



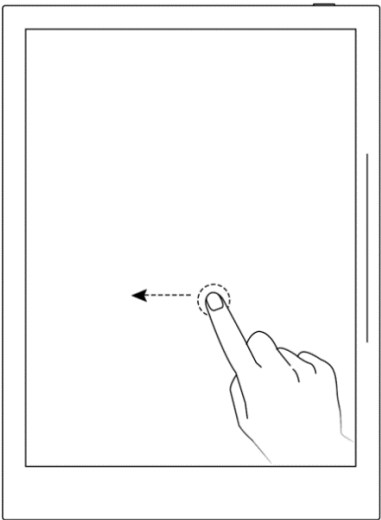
Refresh the screen to
clear afterimages

Swipe down from
the top of the
screen



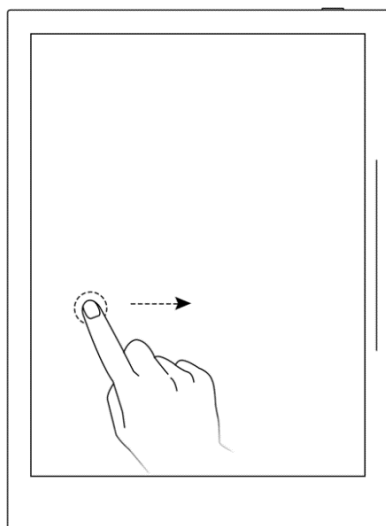
Activate the top status
bar

Swipe left (on the
screen)



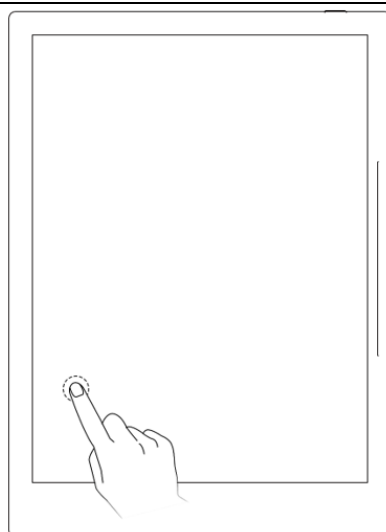
Go to next page

Swipe right (on
the screen)



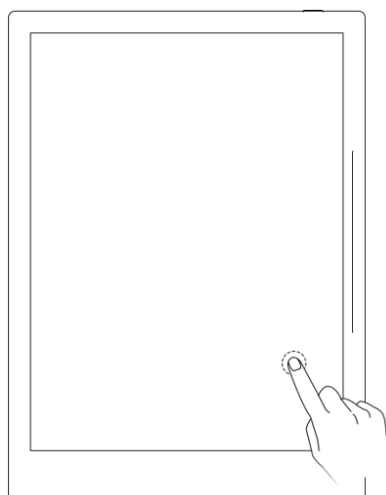
Go to previous page

Single-click in the
left part of screen
(Document only)



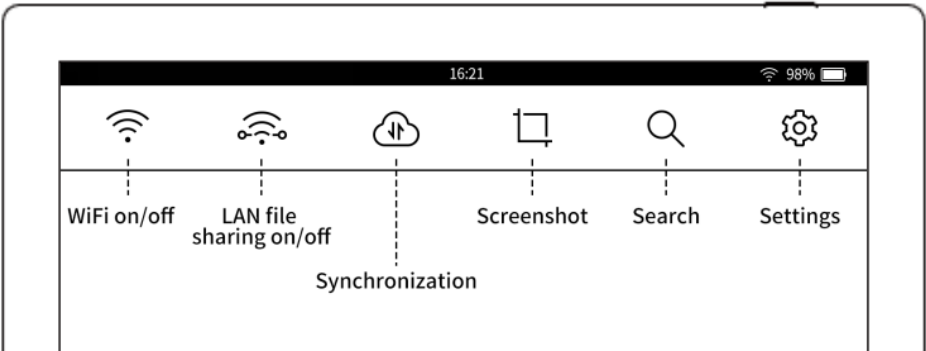
Go to previous page









Single-click on
right part of
screen
(Document only)



Go to next page










2.2 Top status bar



Icon	Name	Description
	Wi-Fi On	Enable or disable Wi-Fi connection
	Wi-Fi Off	
	LAN file sharing-On	Files transfer between Supernote Partner App and
	LAN file sharing-Off	the device within the same LAN
	Synchronization	Syncing files (Currently, only Supernote Cloud and Dropbox are supported)
	Screenshot	Take a screenshot of the current screen and save it in the /SCREENSHOT folder in PNG format
	Search	Search files by filename or symbol“☆”
	Settings	Configure your settings

2.3 Top Toolbar



Icon	Name	Description
	Title	The title helps you quickly find the content of the note
	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 by the circle you draw
	Erase all	Erase the handwritings on the whole page
	White	Grayscale colors
	Light grey	



Dark grey



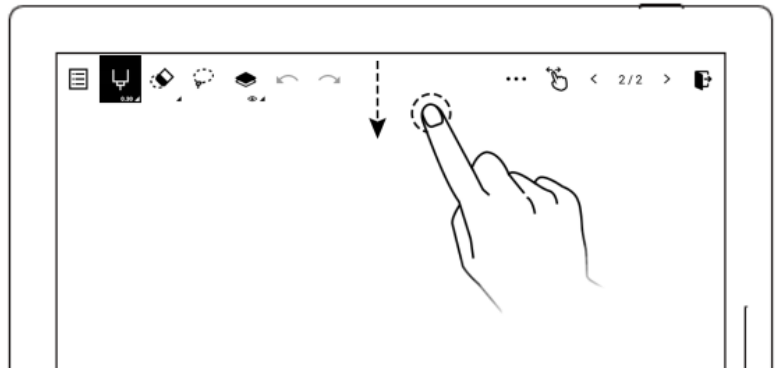
Black

	Region selection edit	The selected region can be moved or copied
	Layer	Layer function is only applicable in note pages, Apart from the main layer, three more layers can be added
	Undo	Cancel the latest strokes on current page (up to 20 times)
	Redo	Recover the cancelled strokes on current page
	For More functions	Display all functions in Note and document page
	Hand turning pages-On	Page turning through swiping left/right by hand
	Hand turning pages-Off	Pages can not be turned through swiping left/right by hand
	Left turning page	Go to previous page
	Right turning page	Go to next page
	Exit file	Exit the current file and return to the directory where the current file is located

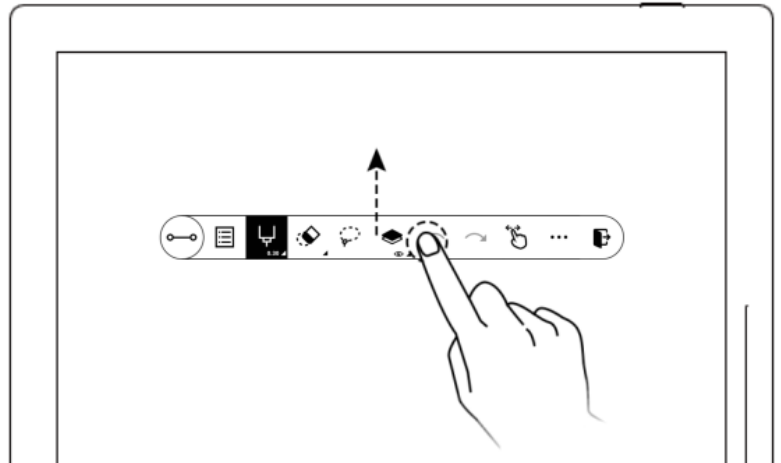
2.4 Floating Smart Toolbar

➤ Switch to Floating Smart Toolbar

- 1、 Long-press screen top toolbar for 1-2 seconds then drag downward to switch to floating smart toolbar

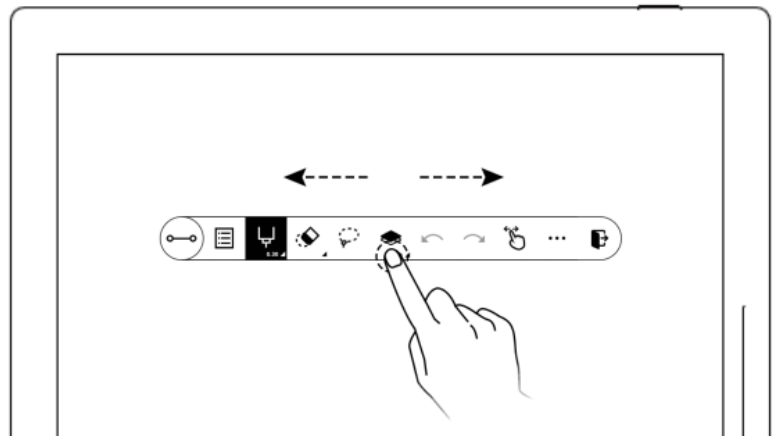


- 2、 Drag the floating smart toolbar to touch the top border of screen, release your finger, the floating smart toolbar will return to the top toolbar



➤ Hide/Display the Floating Smart Toolbar


- 1、 Drag floating smart toolbar to left or right outside of the screen border to hide the toolbar

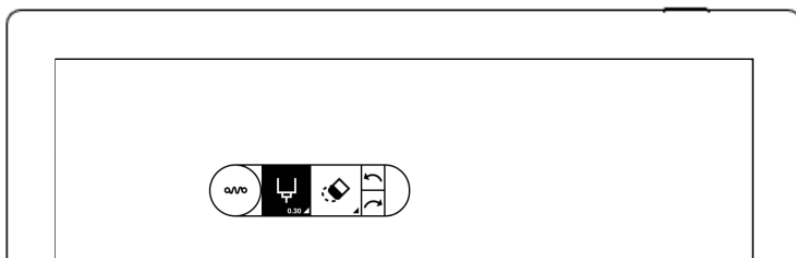


- 2、 Swipe left from the right screen border to display the floating smart toolbar again (if it is hidden on the left, swipe to the right from left screen border to display the floating smart toolbar)



➤ Shorten the Floating Smart Toolbar

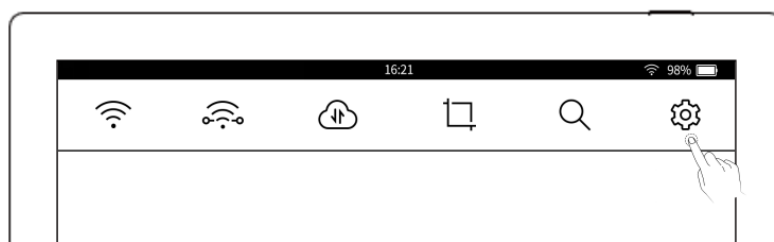
- 1、 Click “” to shorten the floating smart toolbar




Chapter 3 Basic settings

3.1 Language, date & time

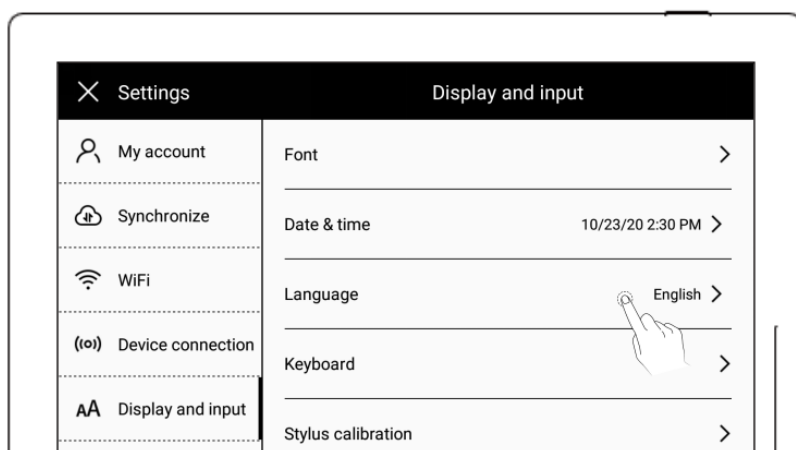
- 1、 Swipe down from the top of the screen to activate the top status bar



- Tap the settings icon “”
- Tap “**Display and input**”

➤ Language

- 2、 Tap “**Language**”



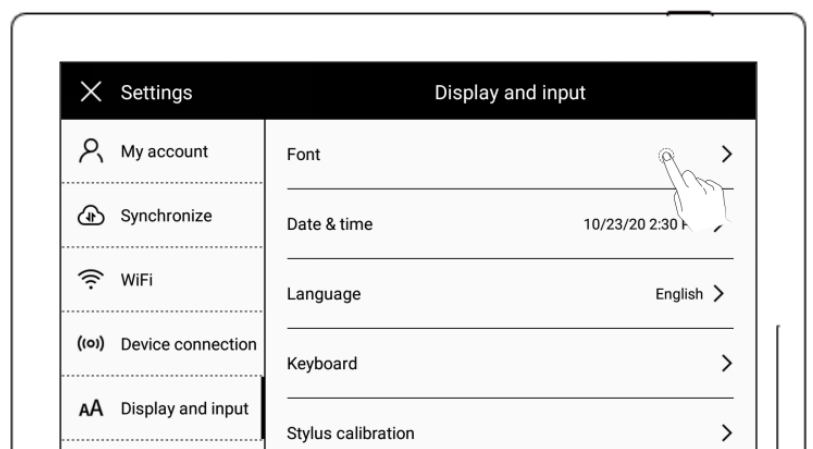
3、 Select language



➤ Font

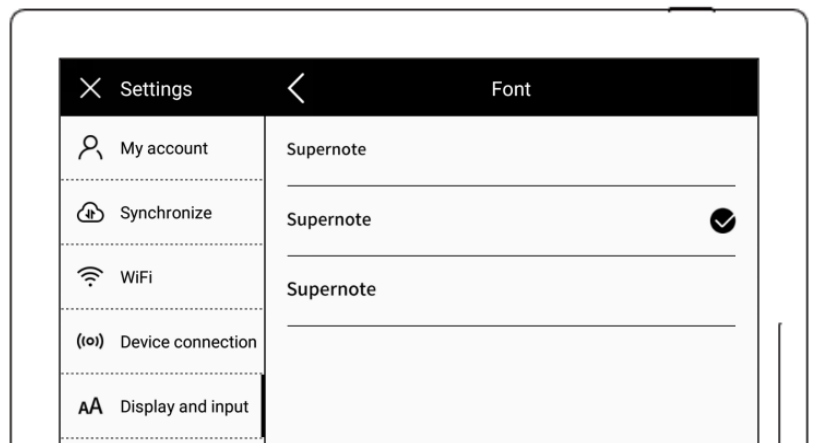
4、 Display and input

- Tap “Font”



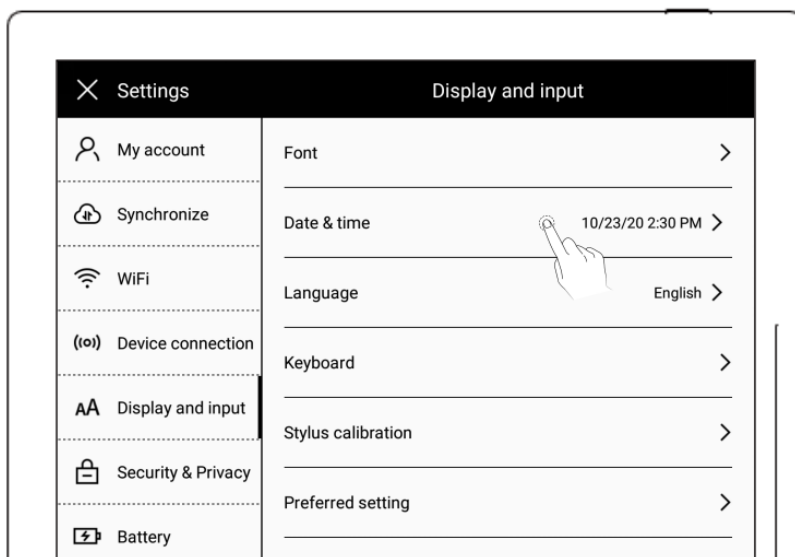
5、 Font

- Tap to choose your favorable font size
- Tap “<” to go back



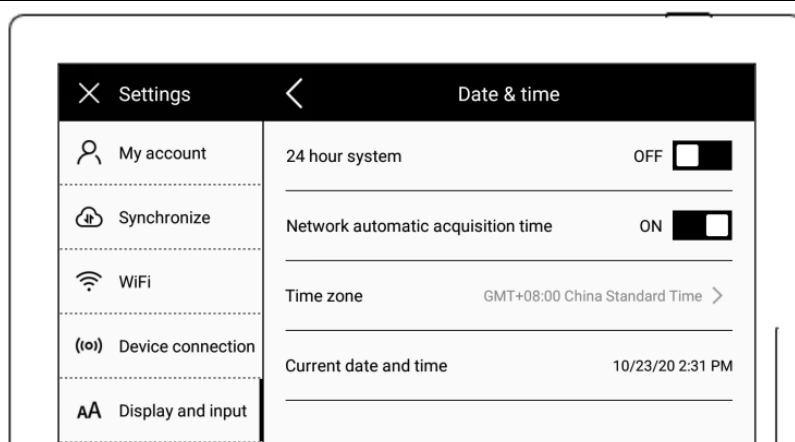
➤ Date & time

6、 Tap “Date & time”



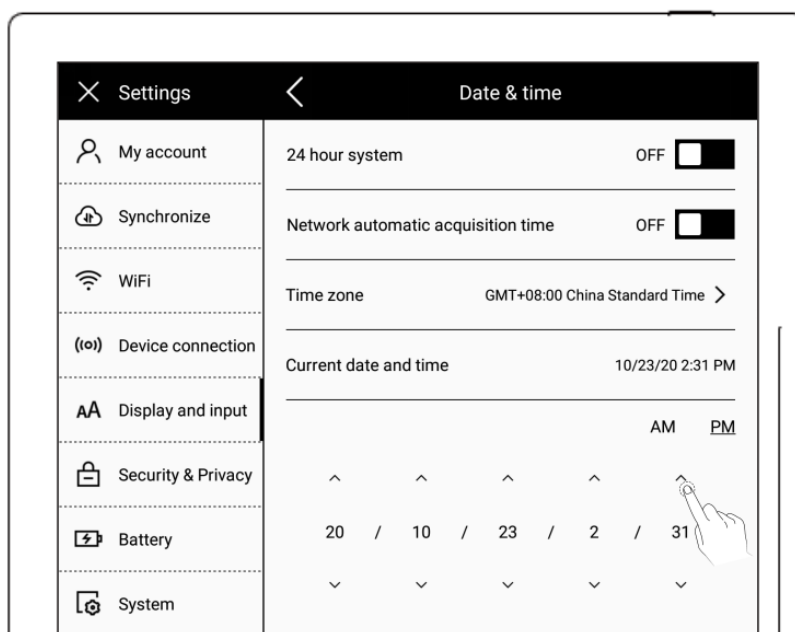
7、 Network automatic acquisition time On/Off

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



8、 Set time and time zone manually


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

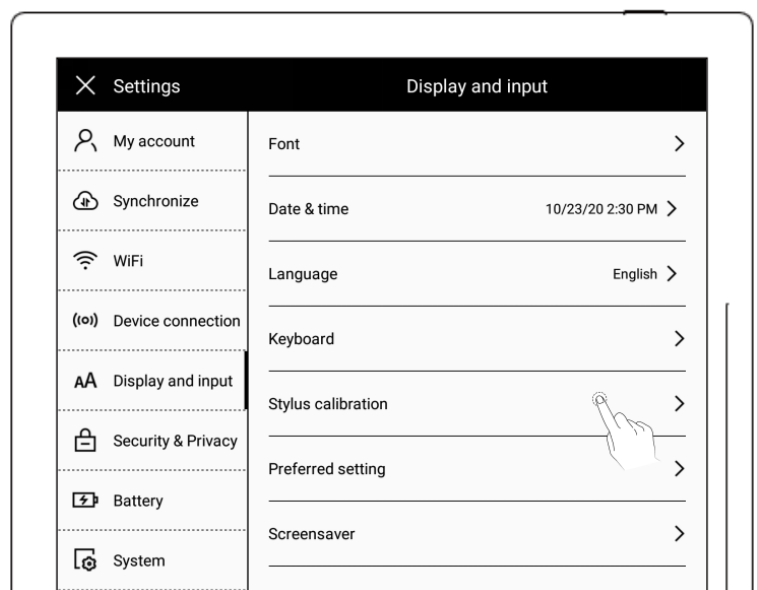


3.2 Stylus calibration

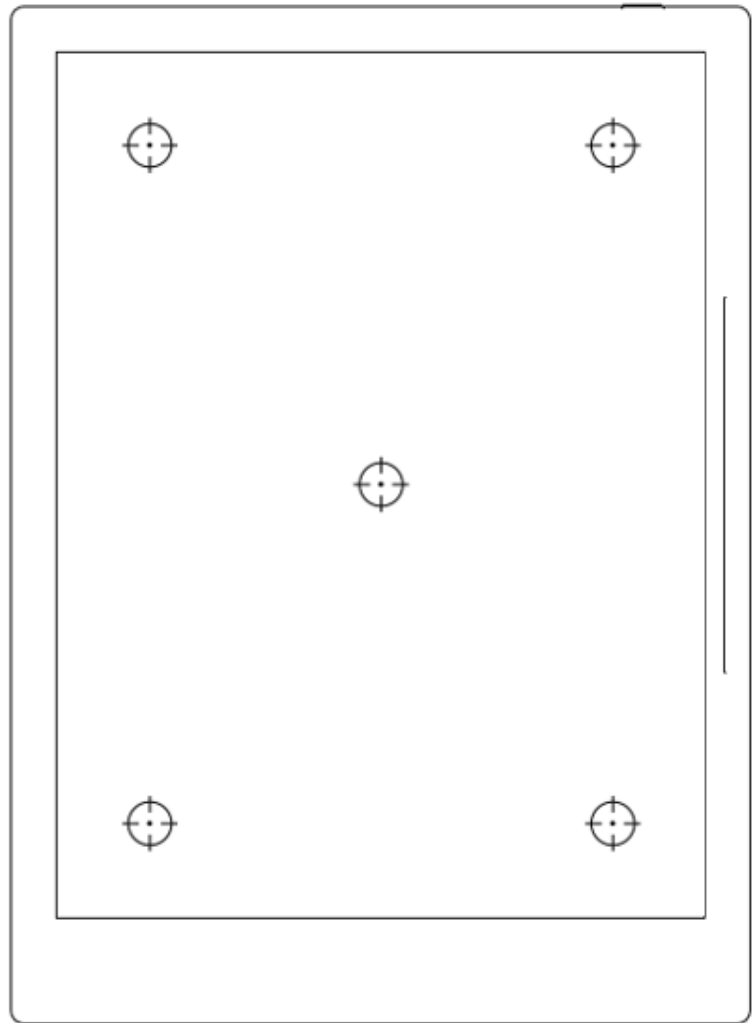
- 1、Swipe down from the top of the screen to activate the top status bar:



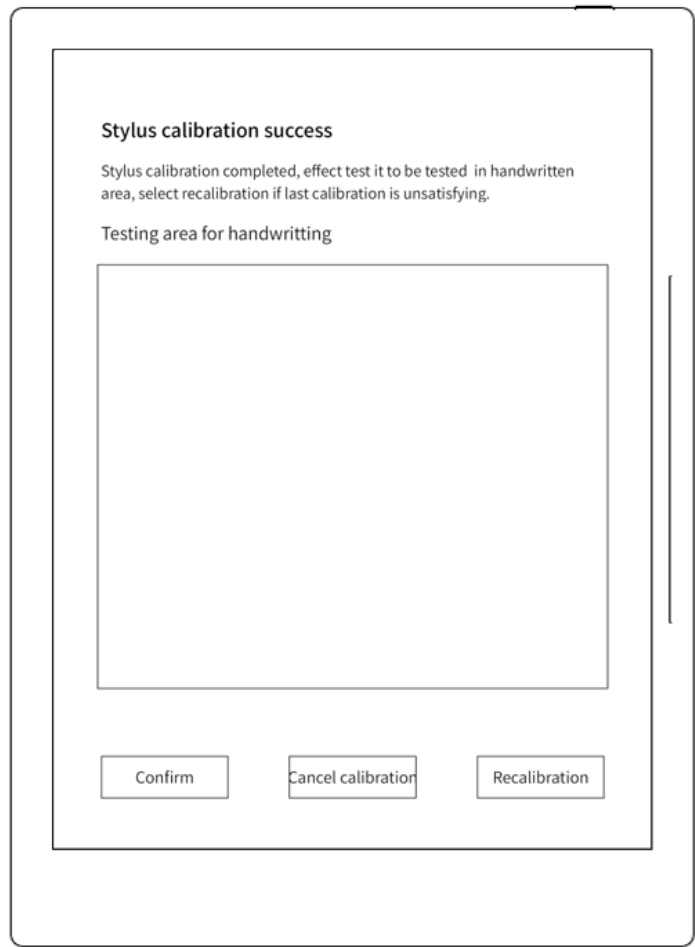
- Tap the settings icon “
 - 2、Tap “**Stylus calibration**”




- 3、 Tap the center of cross marks appear on the screen with your stylus

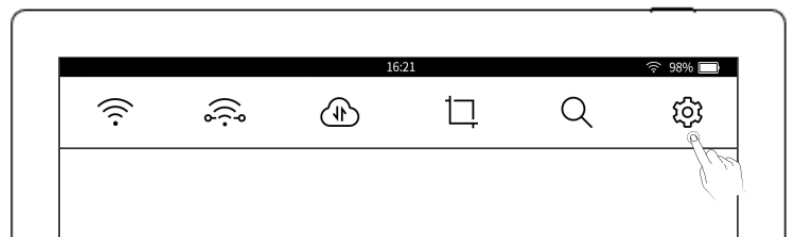


- 4、 Check the calibration results
 - Handwriting in the square area
 - Tap “**Confirm**” if you are satisfied with the accuracy, or tap “**Recalibration**” to calibrate again



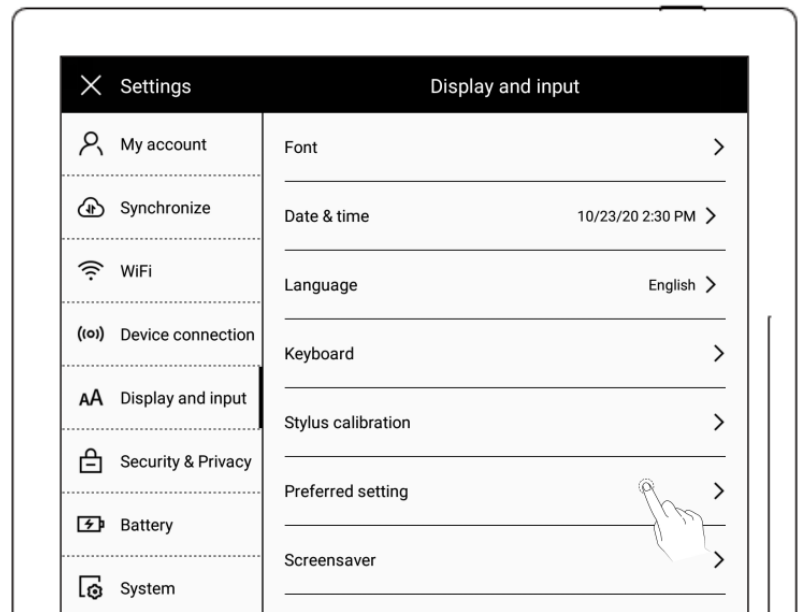
3.3 Preferred setting

- 1、 Swipe down from the top of the screen to activate the top status bar
 - Tap the settings icon “”
 - Tap “**Display and input**”



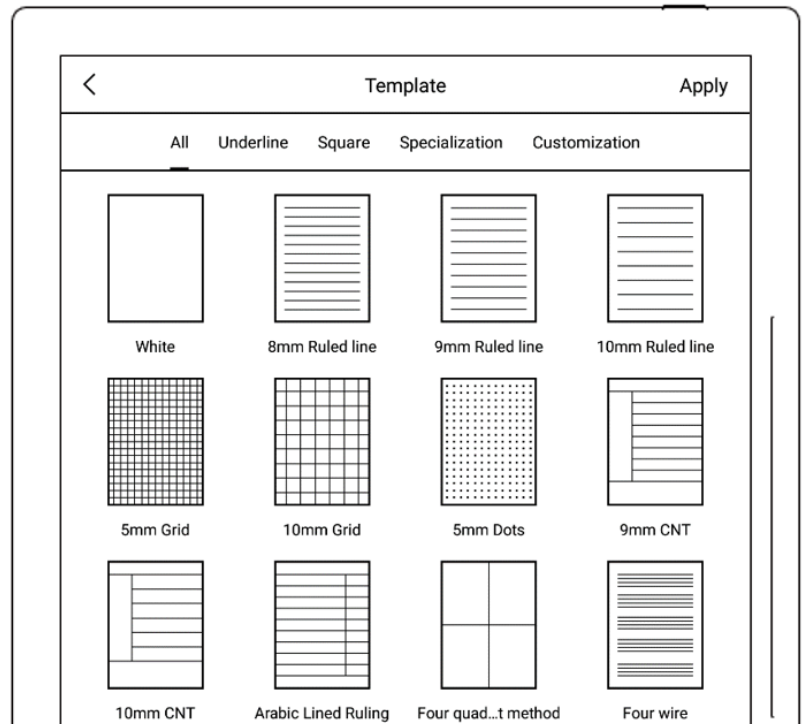
2、 Display and input

- Tap “Preferred setting”



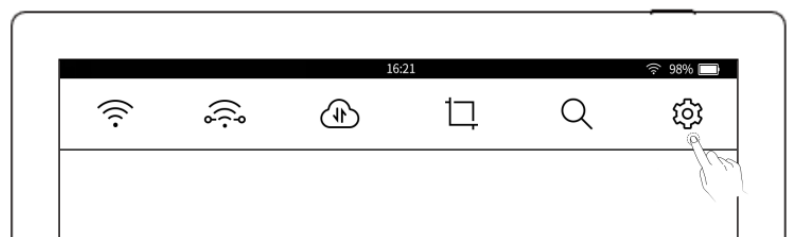
3、 Default template of note

- Tap “Default template of note”
- Tap to select a template and tap “Apply”



3.4 Keyboard setting

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

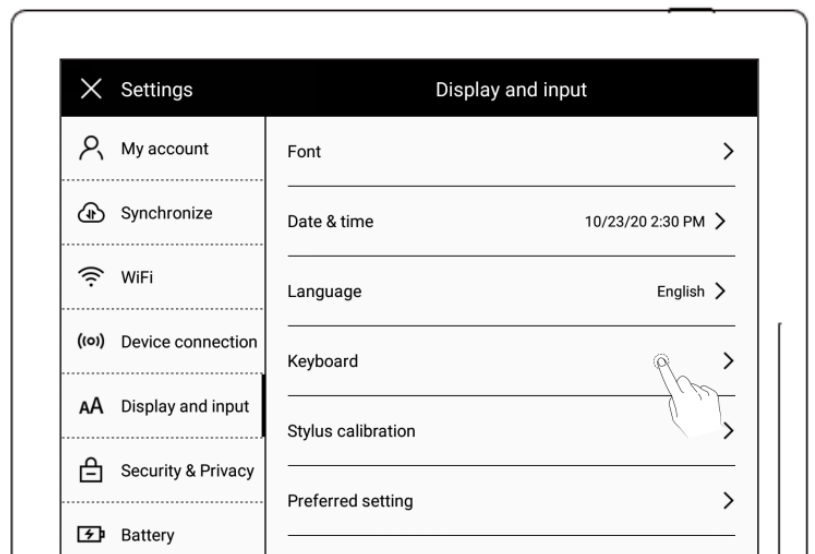


- Tap the settings icon “”



- Tap **“Display and input”**

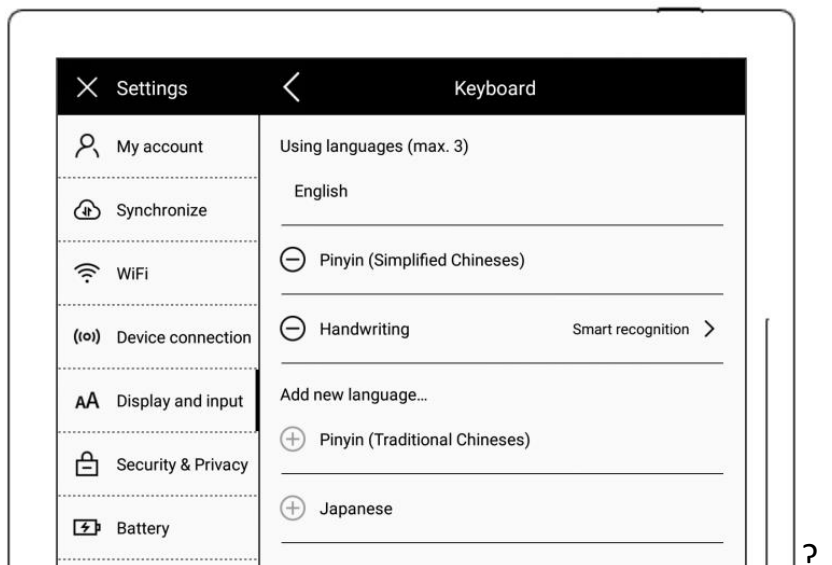
2、 Display and input

- Tap **“Keyboard”**



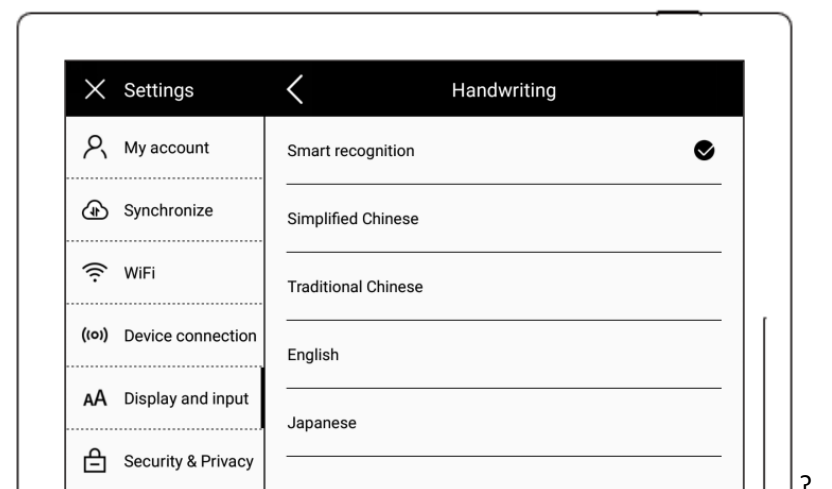
3、 Simultaneous input of up to 3 languages is supported

- Tap “” to add to the keyboard input language
- Tap “” to delete from the Keyboard language



4、 Select keyboard smart handwriting function to set handwriting recognition library language

- Tap **“Handwriting”** on keyboard page
- Select handwriting recognition language often




used on handwriting page
(Handwriting recognition is
under optimization)

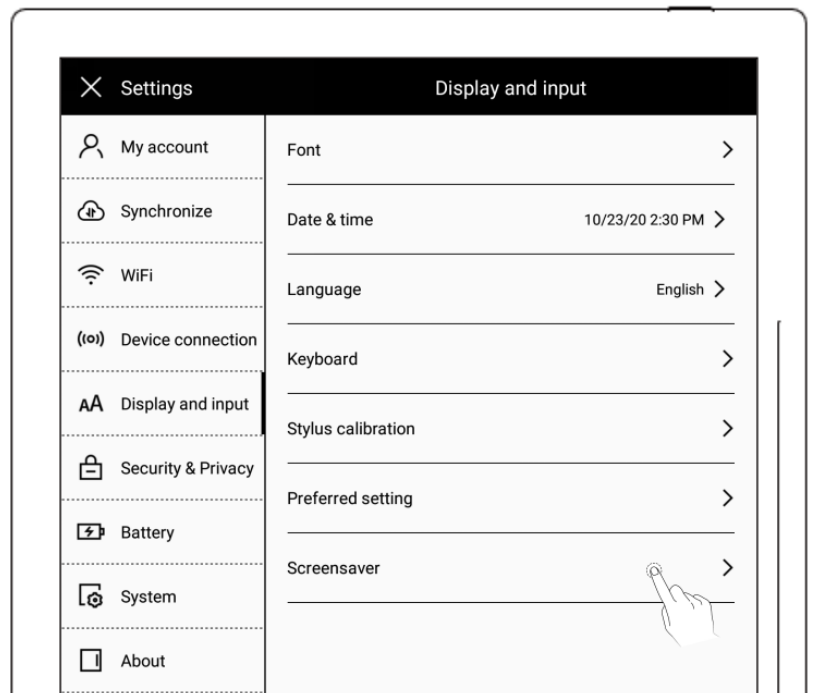
3.5 Screensaver setting

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



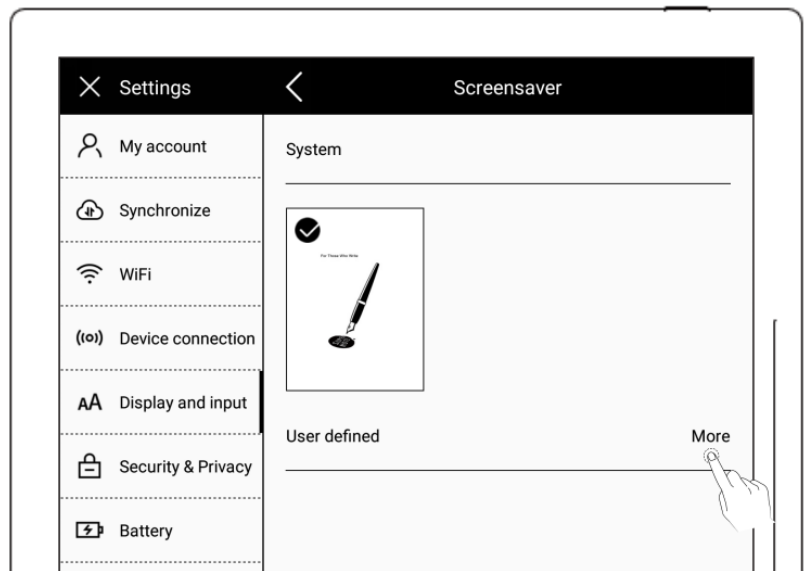
- Tap the **settings** icon “”
- Tap “**Display and input**”

- 2、Tap “**Screensaver**”



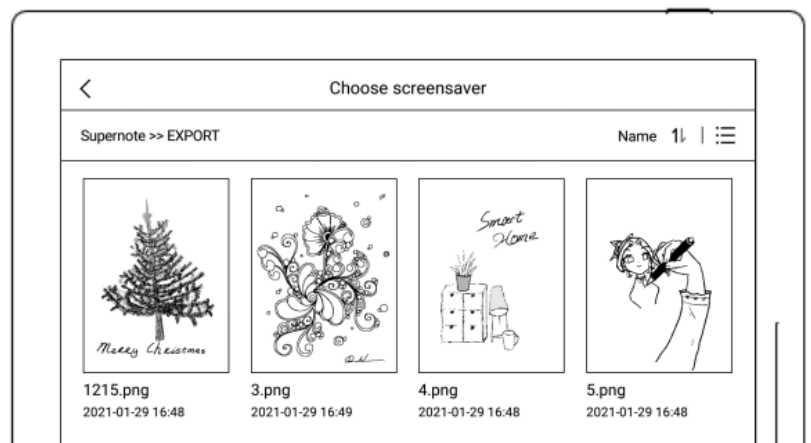
3、 Customize a screensaver

- System: the default screensaver
- Tap “More”



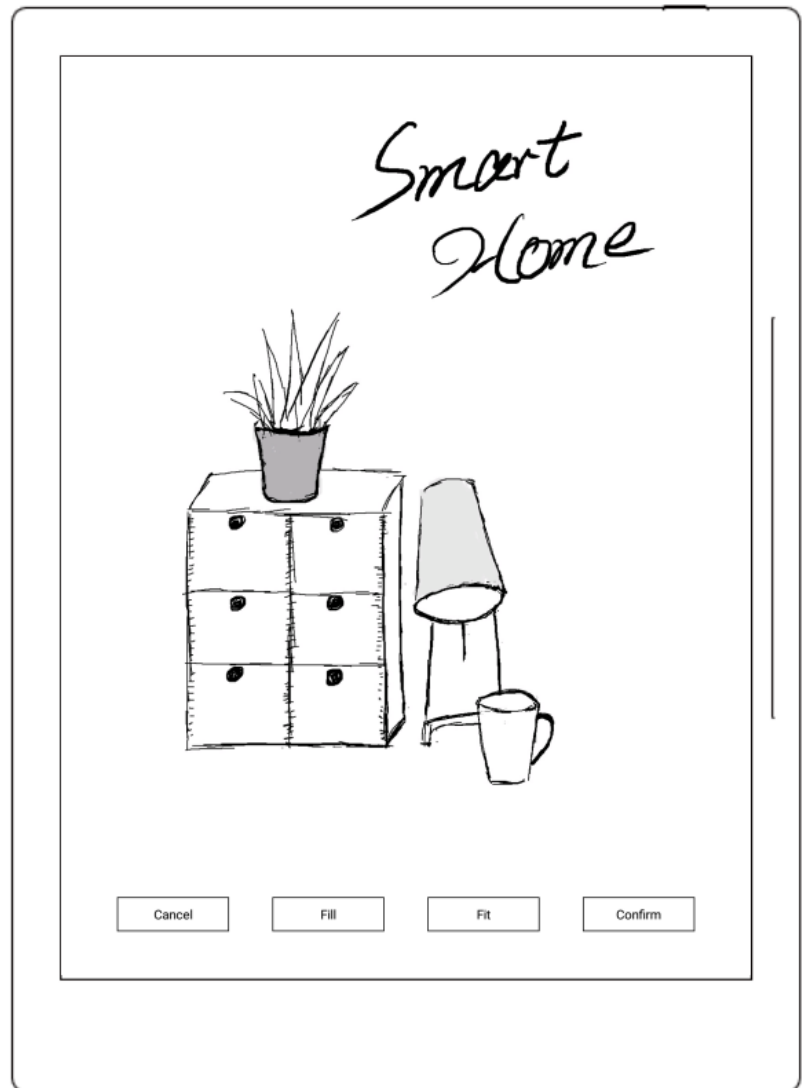
4、 Select a picture

- Select the folder where the picture is located
- Choose a picture you like



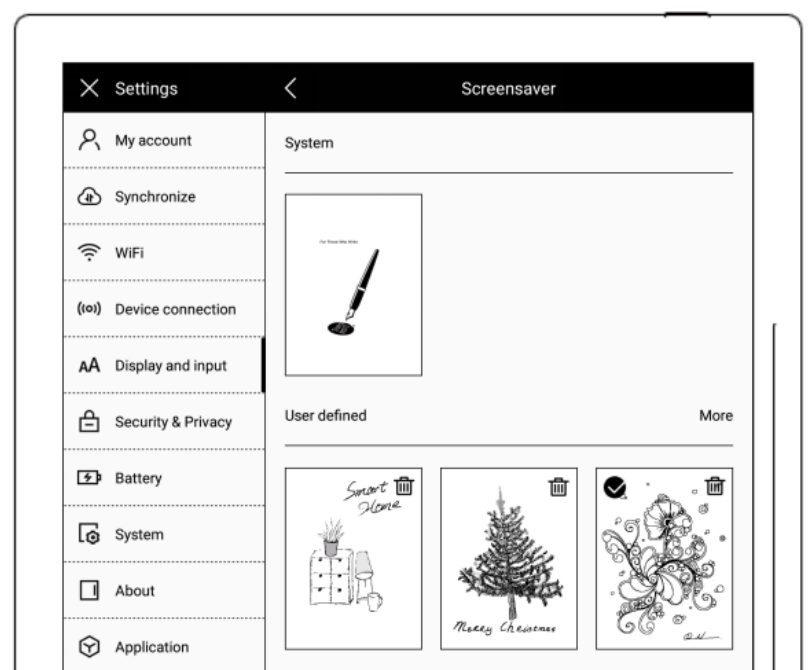
5、 Preview a screensaver

- The preview image can be zoomed in/out and moved. Tap "Fill" and "Fit" to adjust the image
- Tap **"Confirm"**



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

- The latest six screensavers will be displayed
- Tap the customized image to enter preview mode to re-adjust the image



- Tap "🗑️" to delete recently set screensaver (the original screensaver file will not be deleted from device drive)

***Note: Only PNG format picture available for customized screensaver.**

3.6 Low power consumption settings

The following settings can save power consumption of the device.

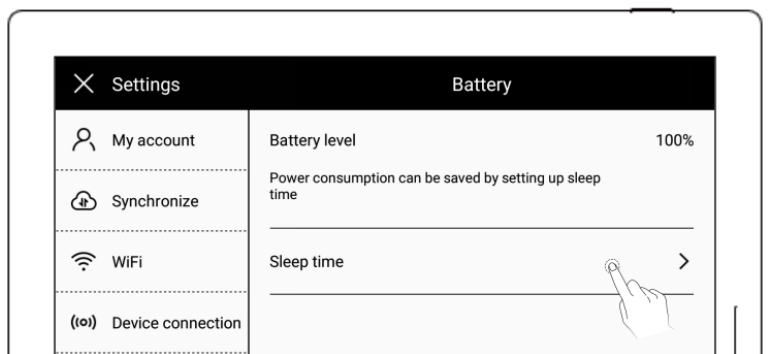
- 1、Swipe down from the top of the screen to activate the top status bar



- Tap the **settings** icon "⚙️"
- Tap "**Battery**"

- 2、Battery

- Tap "Sleep time"

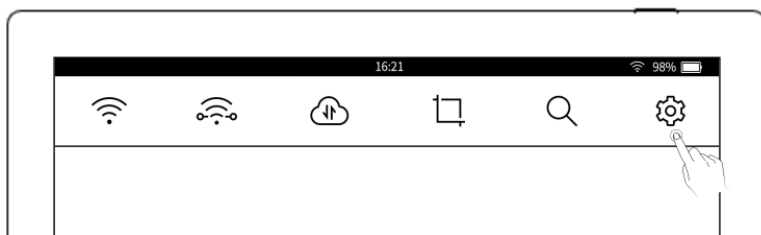



- 3、Choose a sleep time you like, tap "⏪" to go back

3.7 Synchronization

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

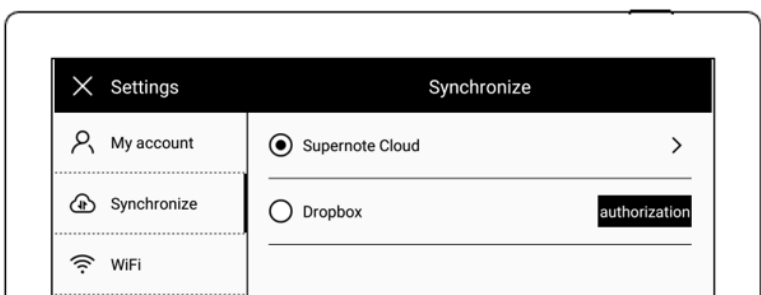
- 1、 Swipe down from the top of the screen to activate the top status bar





- Tap the settings icon “
 - 2、 Choose the cloud service

➤ Select **Supernote Cloud**

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

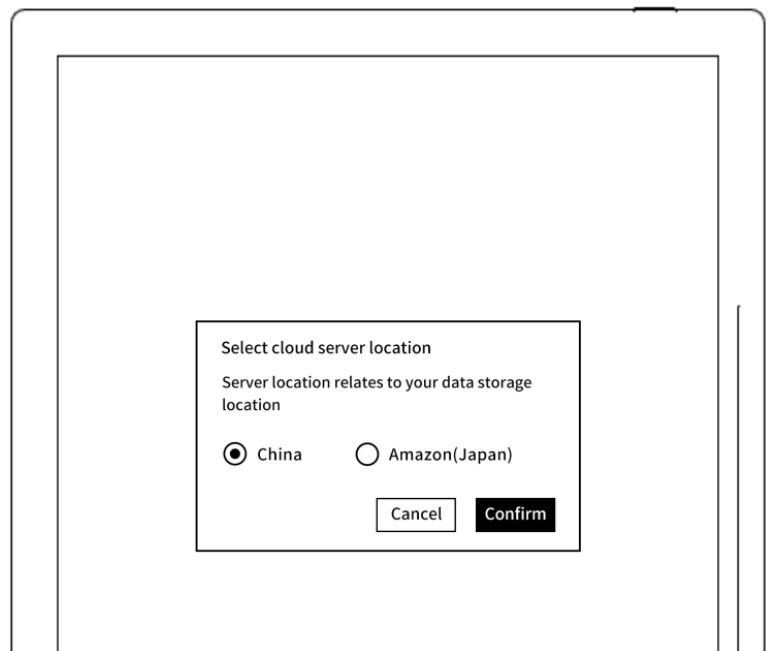


- Tap “**Supernote Cloud**” for folder configuration
- Tap “

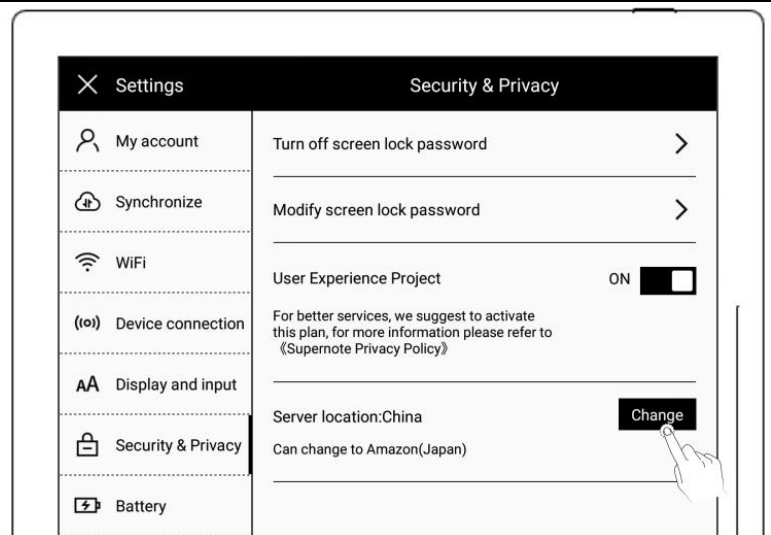
- Pull down to bring up the tool status bar at the top of display, tap “

Note: Users who use Supernote Cloud for the first time need to select the cloud server address to be synchronized

(There is one chance to change the cloud server location.)

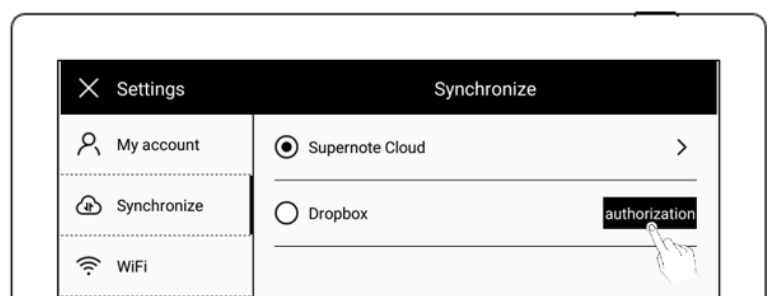


- Tap **"Security & Privacy"**
- Tap **"Change"**



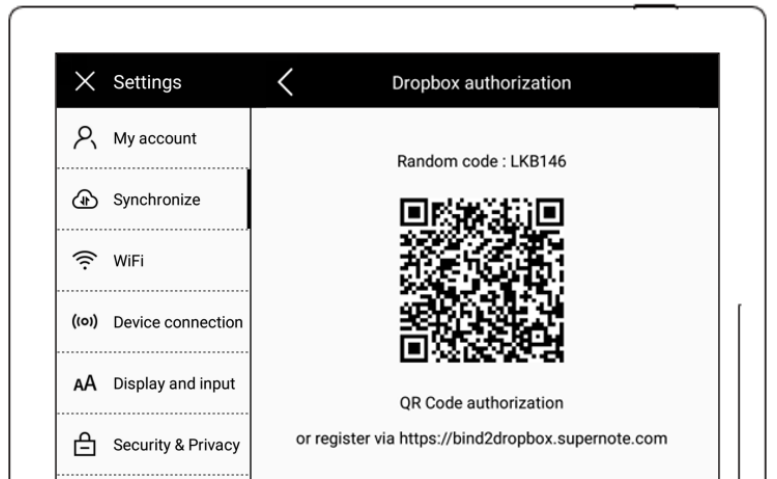
➤ Select **Dropbox**

- 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

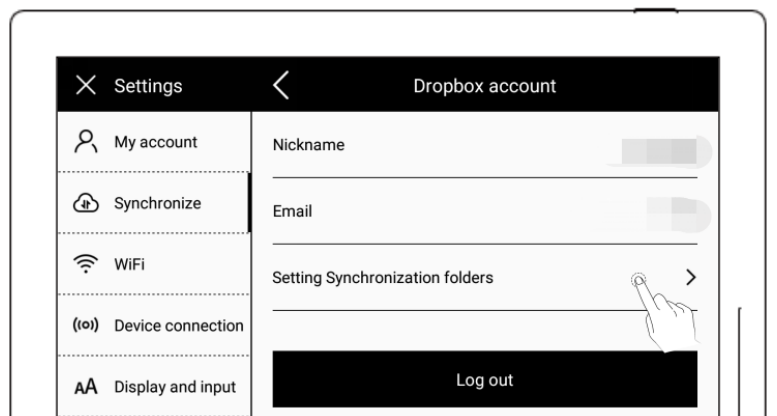
Get Dropbox authorization

✧ It will jump to the Dropbox website to proceed authorization

- Input the Dropbox account ID and password


✧ Please check device status after completing of authorization

- If authorization times out, please follow the prompts instruction
- It will jump to the Dropbox account page upon authorization




✧ Configure sync folders


- Tap “**Setting Synchronization folders**”

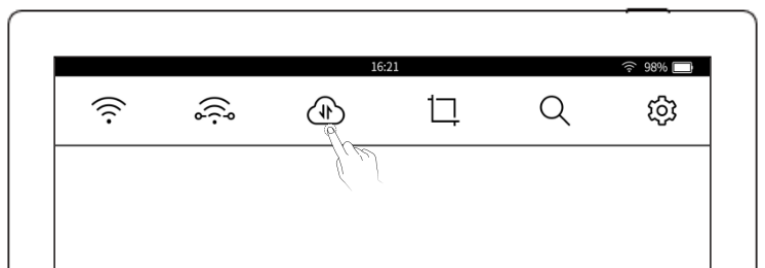
- Tap “” in the upper left corner of the folder to select the folder to be synchronized, and click “**Save**”

- 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)

- Pull down to bring up the tool status bar at the top of display, tap “” to synchronize



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




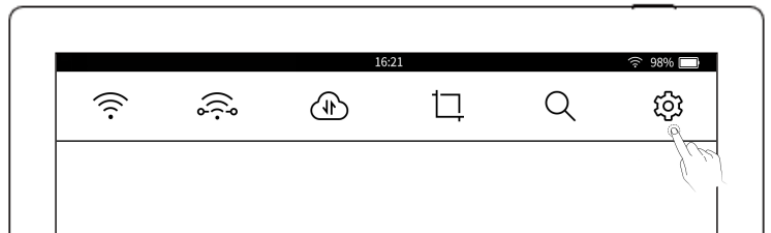
***Note:** After configuration of Dropbox sync folder and initiation of synchronization from the device, the Supernote folder will be automatically created in your Dropbox cloud. This folder is the main sync folder of Supernote. Please do not delete, rename, or move it.

3.8 Third party application

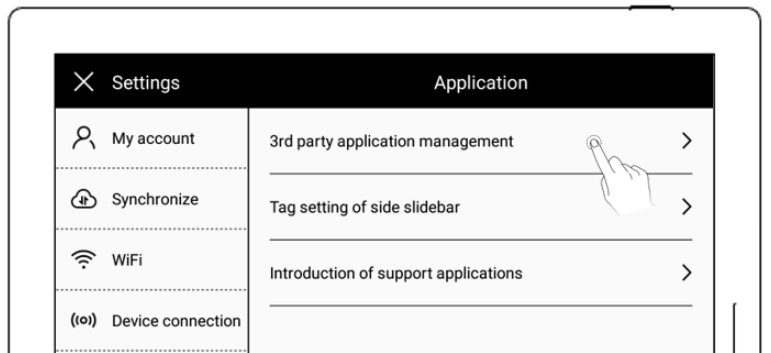
Make sure the Wi-Fi is well connected before access.

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

- Tap “” to enter “Settings”
- Tap “Application”



- 2、Tap “3rd party application management”



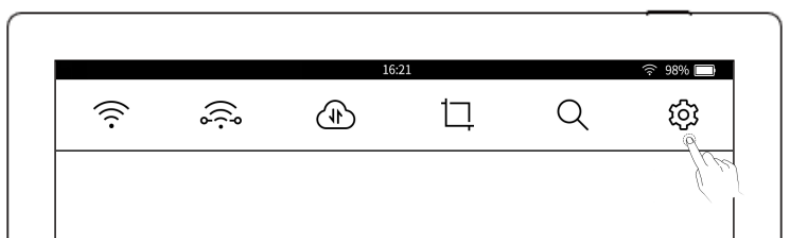
- 3、Check application list


- Select application and tap “Install”, then wait for installation completed
- The installed app will be listed on side sidebar



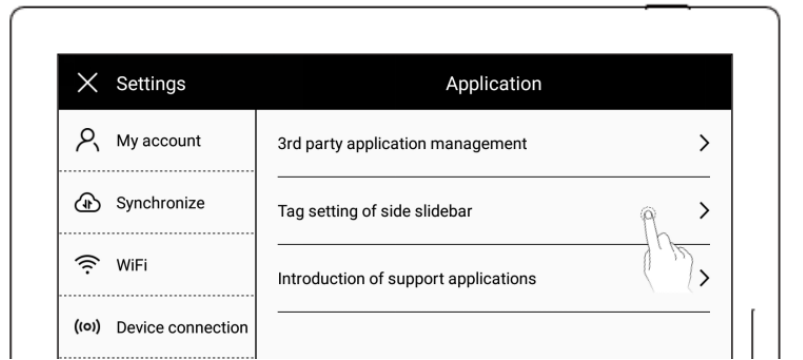
3.9 Side sidebar

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


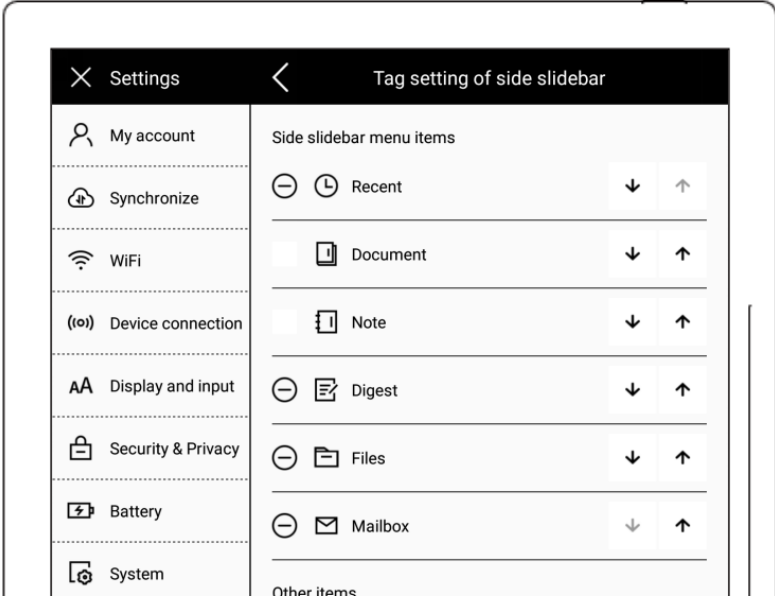


- Tap the settings icon “


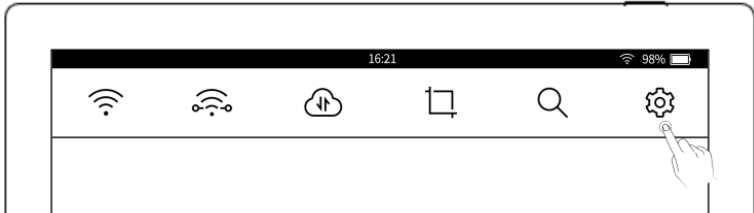
2、 Tap “Tag setting of side sidebar”



3、 Customize and sort the tags

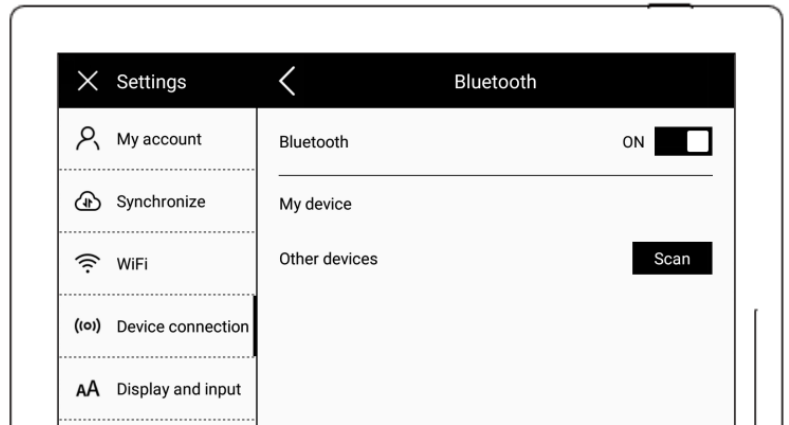
- Tap “


3.10 Bluetooth

- 1、 Activate the top status bar
 - Tap the settings icon “


2、 On“Bluetooth” page


- Turn Bluetooth ON
- Tap“**Scan**”
- Select the device to be paired, input pairing code if required

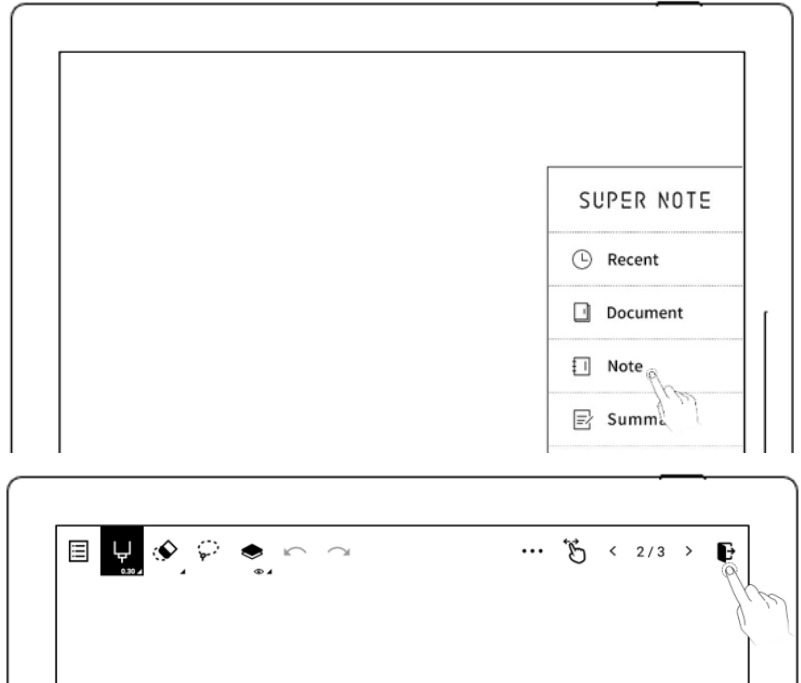



Chapter 4 Writing and drawing

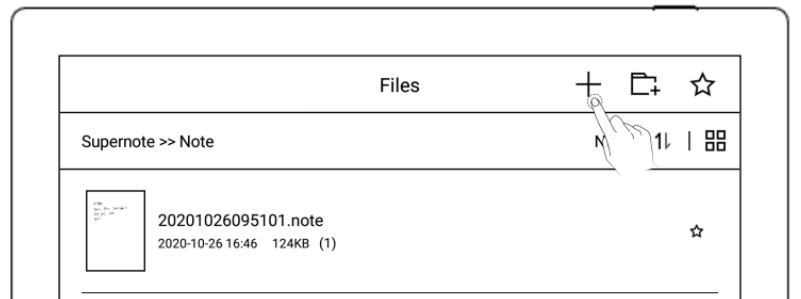
4.1 Create a notebook

- 1、 Activate the right sidebar, tap “**Note**” to enter the **Note** homepage directly.


Or tap the icon “” at the right top corner to close the current note page and go back to the **Note** homepage directly.




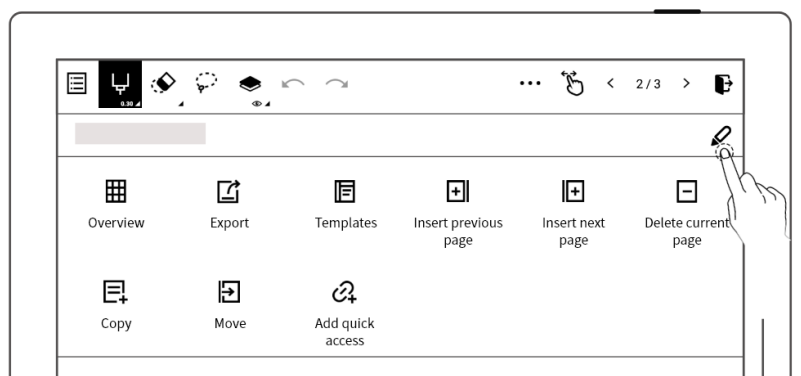
- 2、 Tap the icon “” to enter the note page of a new notebook. The default template is blank, and you can change the template



4.2 Name a notebook

- 1、 Tap the icon “” on the top toolbar for more functions

- Tap the icon of “” to input the new name



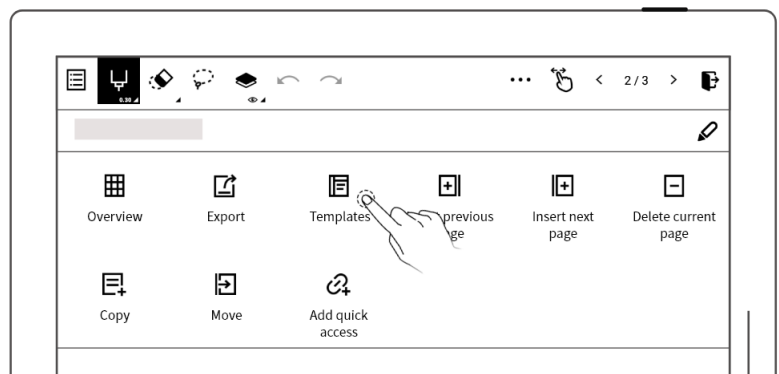
- Tap the blank part in the screen or type the icon “...” again to Collapse the functions menu

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

4.3 Select/change templates

- 1、 Tap the icon “...” on the top toolbar for more functions

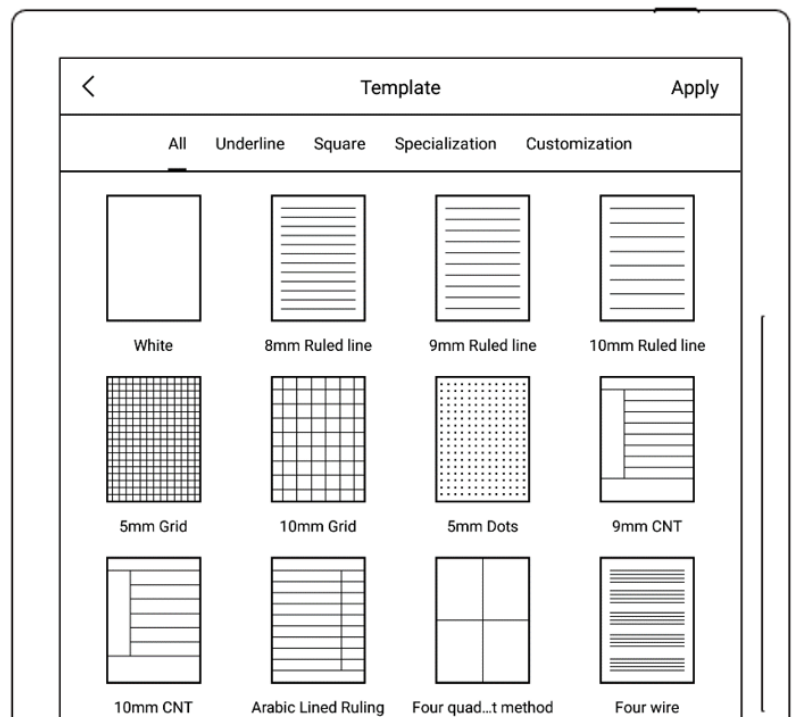
- Tap the Templates icon “”



- 2、 Select a template

- Tap “Apply”

(You can also import your custom templates. please refer to [How to set custom templates](#))



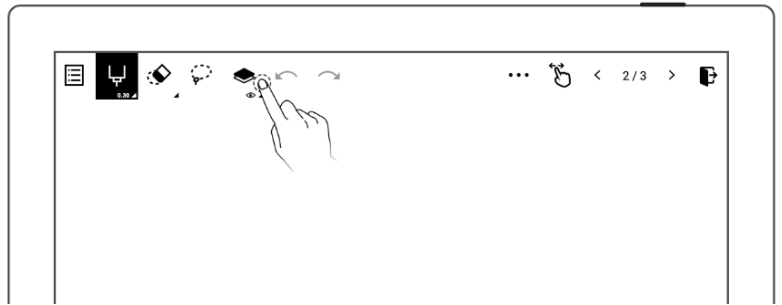
4.4 Layer function

Layer function is usually applicable for drawing. Apart from the Background layer and the

main layer, another three layers can be added.





1、 Tap the layer icon“”

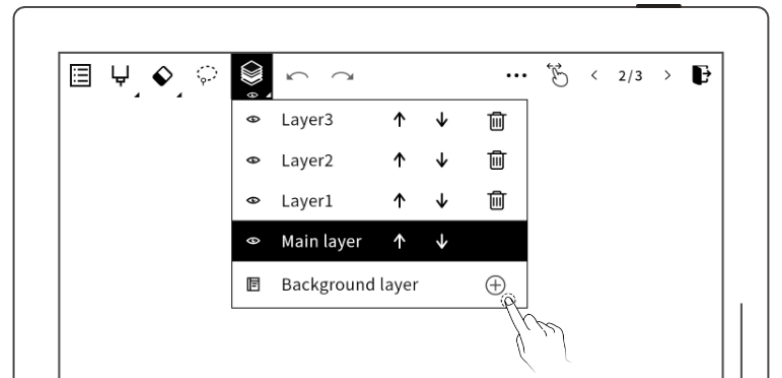
- Main layer is for text handwriting, both Note title and Keywords can be set on this layer (Pls refer to [Title setting](#) and [keyword recognition](#))





2、 Add,delete, show/hide

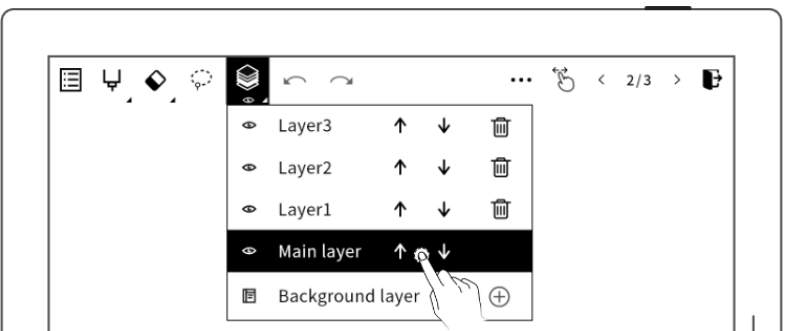
To add,delete,show/hide layers

- Tap “”to add a layer
- Tap“”to delete the current layer
- Tap“”to hide the current layer; Tap“”to show the current layer.



3、 Adjust the layer sequence

- Tap the arrow icon of“”or“”to adjust the layer sequence




4.5 Title settings

1、 Title settings

- Tap the region selection icon



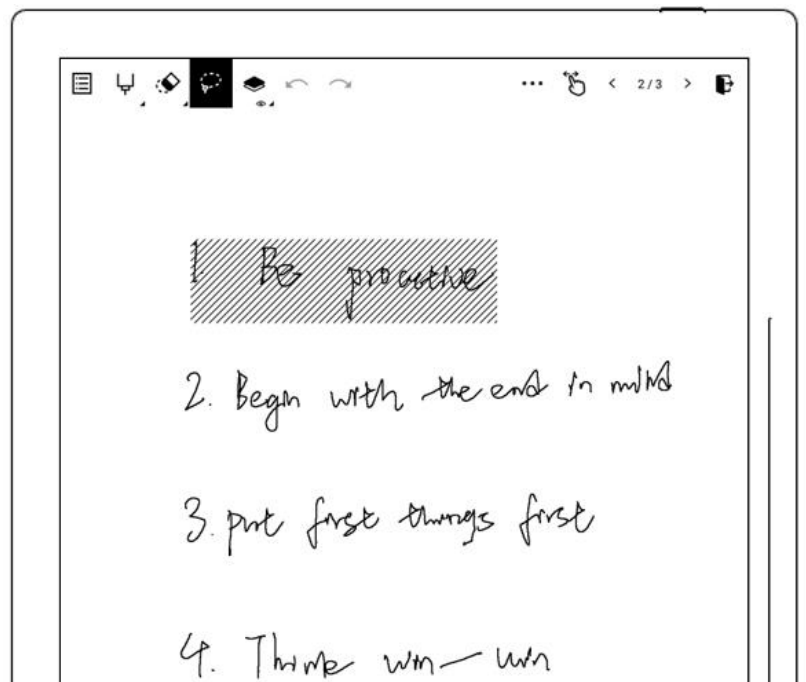
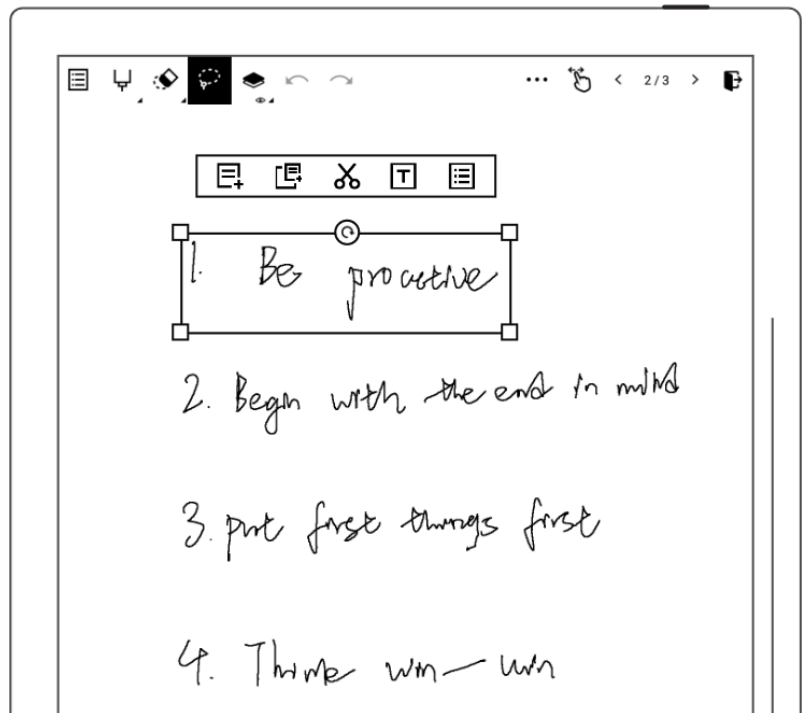
- Draw a circle with stylus to select handwriting

- Tap the icon “”


- The shadow will appear on the selected title region

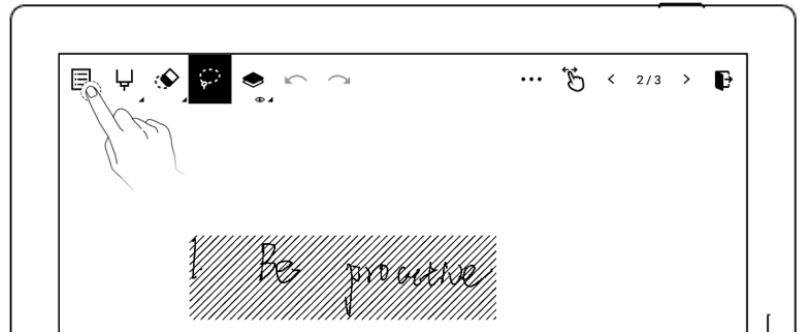
***Note:** Note-


taking is not available on the selected title region , if the selected title region is circled again, a prompt will appear to ask whether to clear the title or not.




2、 Check titles

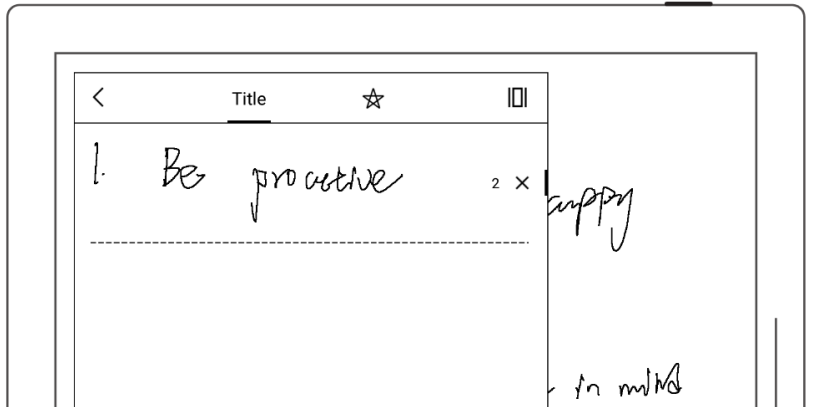
- Tap“”to expand the top toolbar for more functions.



- Tap the title icon“”

3、 Delete titles

- Tap“”on **Title** page (The shadow on the original title will disappear)






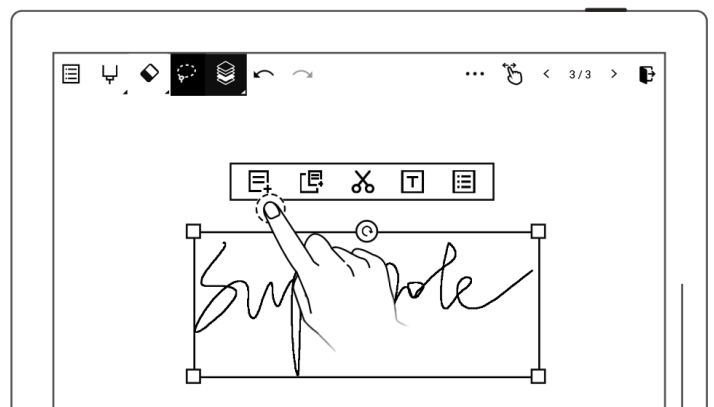
* **Note:** The title function is only available on main layer.


4.6 Region copy,cut and paste

1、 Tap the region selection icon



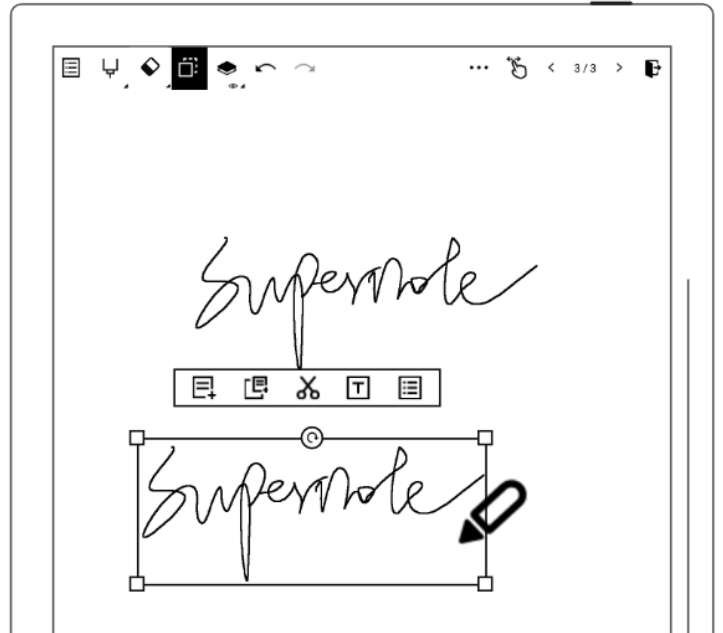
- Draw a circle with stylus to select handwriting
- Tap“”to copy and tap “”to copy to
- Tap“”to cut




- “” means that after tapping **copy** or **cut** icon ,the selected content can be pasted and copied

2、 Paste the notes that cut or copied to a certain area

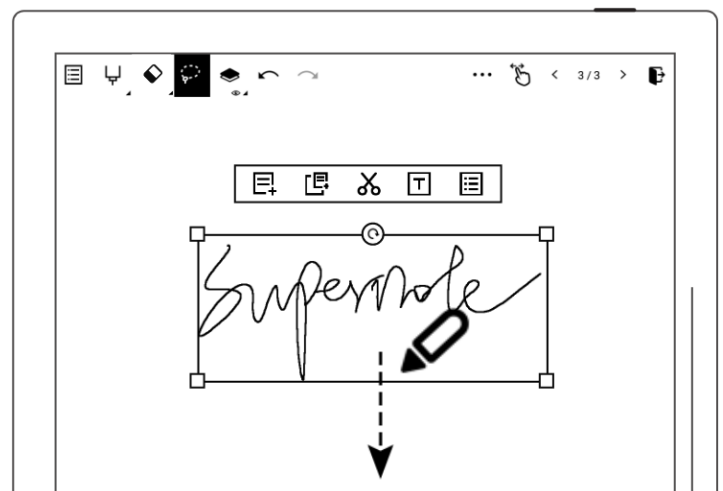
- Notes can be pasted on the current page or jump to paste on the selected page through Thumbnail.
- Tap the screen with stylus nib to paste the note



4.7 Region move

1、 Tap the region selection icon “”

- Draw a circle with stylus to select handwriting
- Move/drag the region selected by stylus within the region

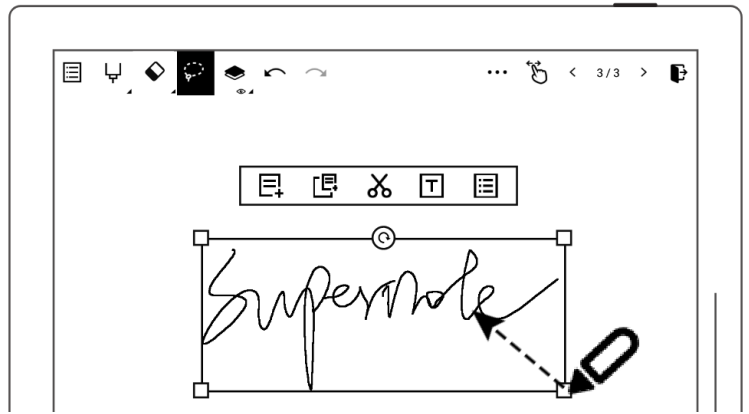


4.8 Region zoom in /zoom out



1、 Tap the region

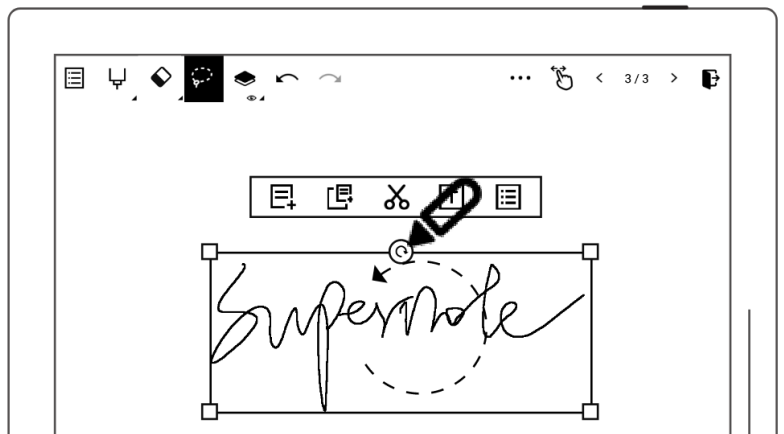
selection icon “”

- Draw a circle with stylus to select handwriting
- Tap the four squares at the four corners, drag outward to zoom in, drag inward to zoom out





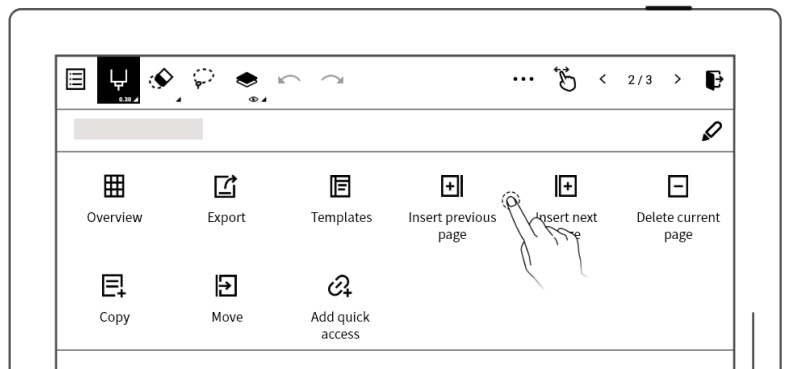
4.9 Region rotating

- 1、 Tap the region selection icon “”
- Draw a circle with stylus to select handwriting
- Tap “” with the stylus nib and then rotate





4.10 Delete and insert a note page




- 1、 Tap the icon “” on the top toolbar to expand more functions.
- Tap the **Insert next page** icon “” to insert a

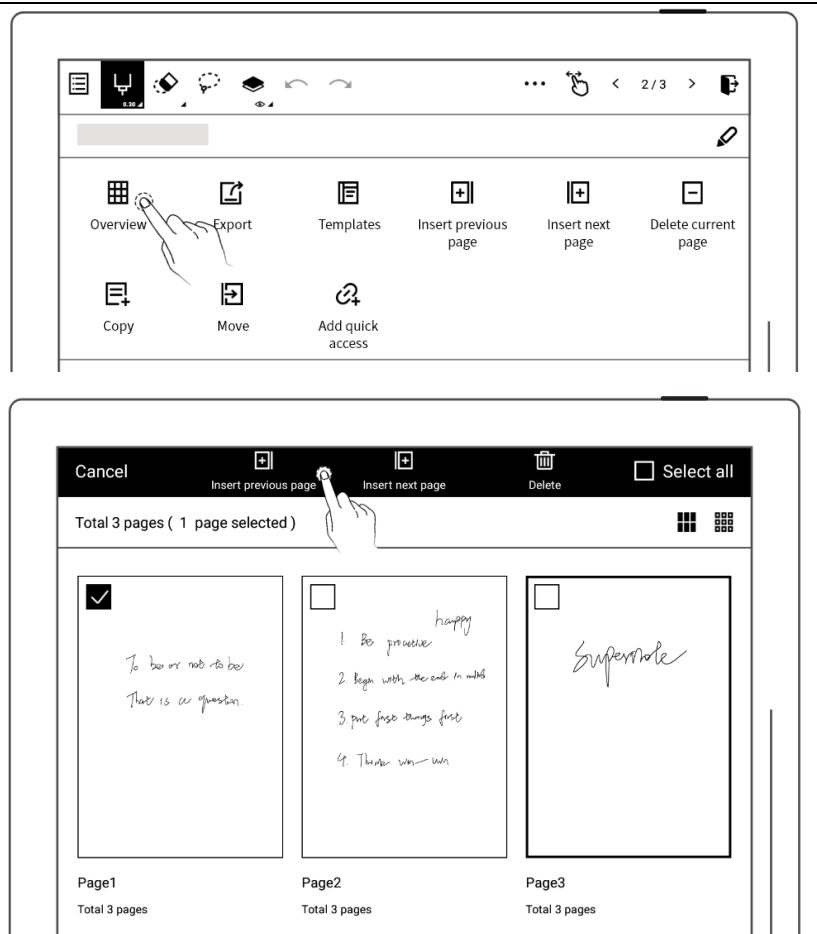


page after the current page


- Tap the **Insert previous page** icon“  ”to insert a page before the current page
- Tap the **Delete current page** icon“  ”to delete the current page

2、 Note Overview(Delete or insert a note page)


- Tap the overview icon“  ”
- Select and long press a page till the function menu appears on the top
- Select a certain page
- Tap the **Insert previous page** icon“  ”to insert a page before the current page
- Tap the **Insert next page** icon“  ”to insert a




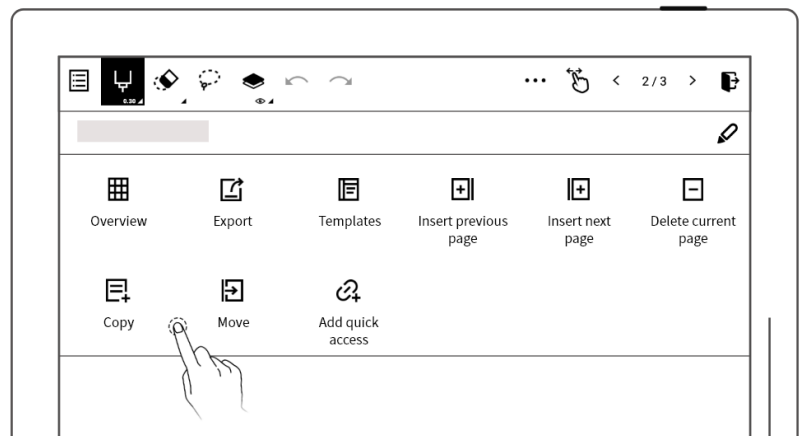
page after the current
page

- Tap the **Delete current page** icon “” to delete the current page



4.11 Copy and move a note page

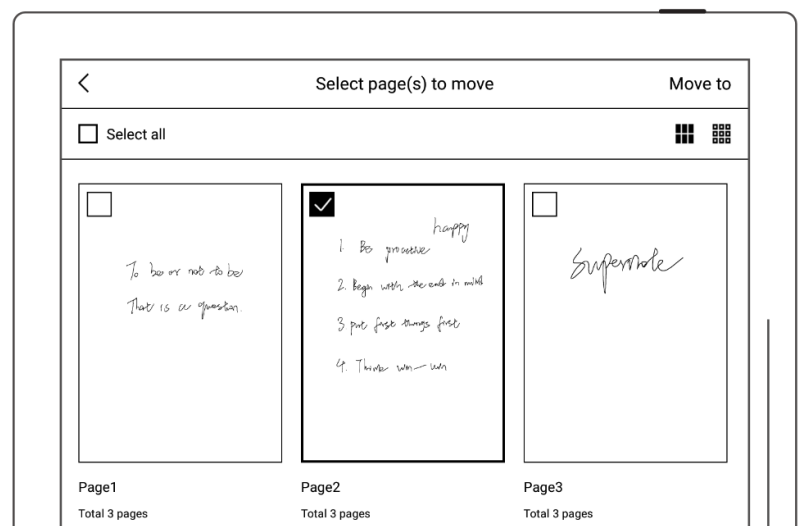
- 1、 Tap the icon “” on the top toolbar to expand more functions

- Tap the copy icon “” or the move icon



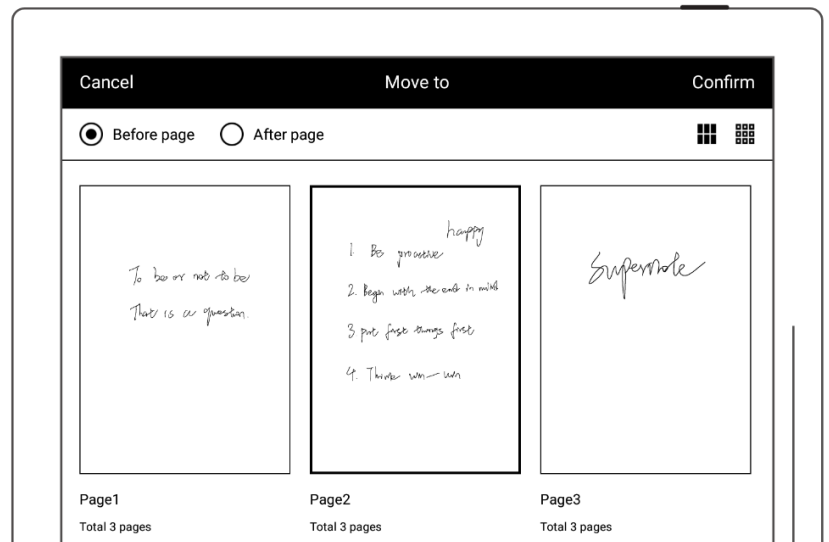
- 2、 Select the page to be copied or moved

- Tap copy icon “” or move icon “”




3、 “Cop to” / “Move to”page

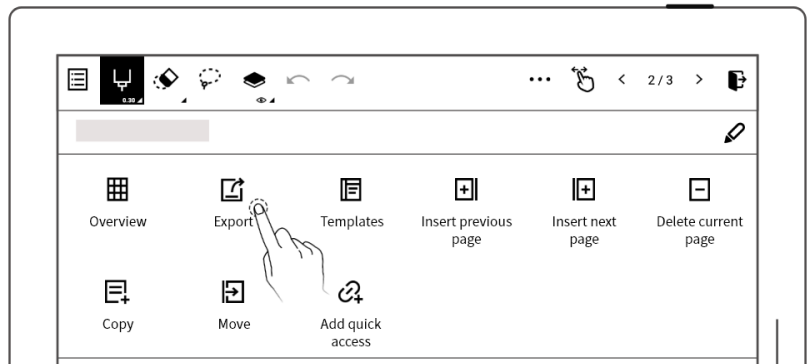
- Tap to select a page to be moved or copied
- Tap“ **confirm**”



4.12 Export and share

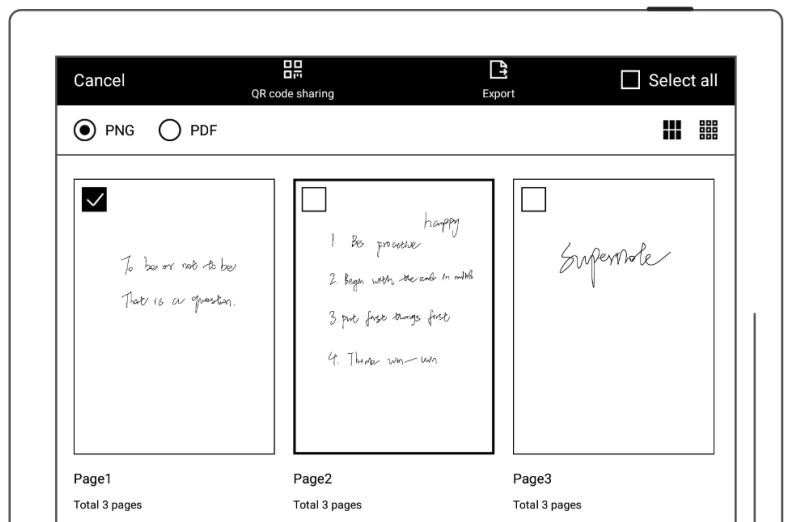
- 1、 Tap the icon “...”on the top toolbar to expand more functions.

- Tap the Export icon“”to export

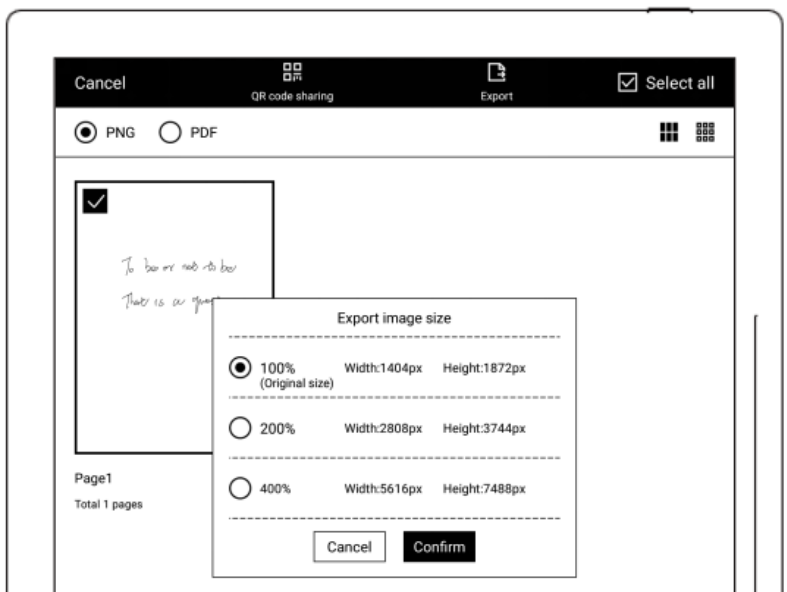


- 2、 Select the page to be exported

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



Note: PNG export can choose different image sizes



Chapter 5 Read, Digest & Annotation

5.1 Import PDF/EPUB etc. files

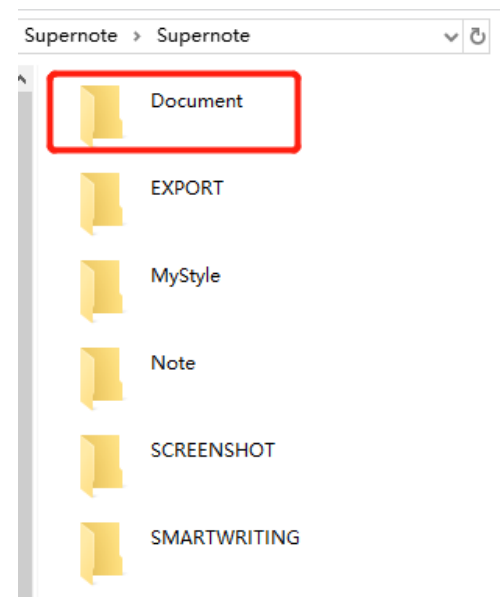
You can use USB 、Supernote Partner App or Cloud to import PDF and EPUB files to your Supernote device.

Method 1: USB

1、 Connect Supernote device to PC with a USB cable

2、 Open the /Supernote disk on PC

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



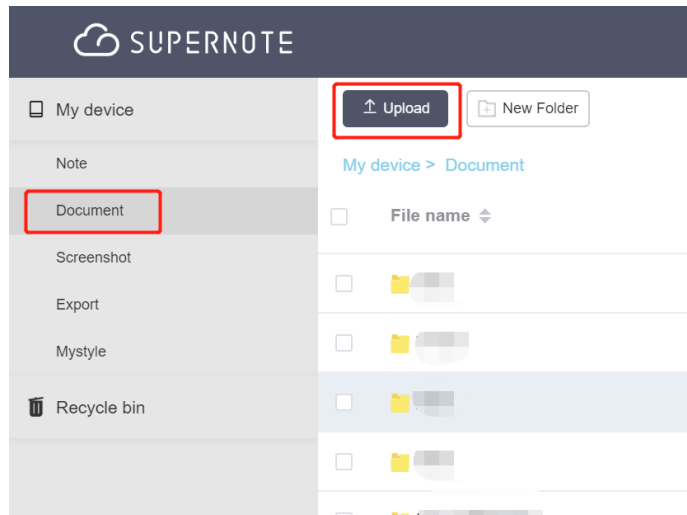
***Note:** For iMac, a third party MTP application is required (Please refer to [USB connection](#)) .

Method 2: Cloud


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

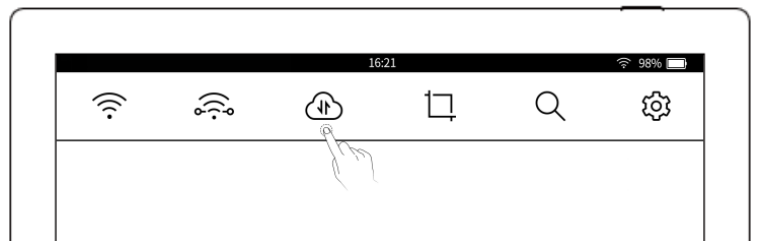
- 2、 Select “**Document**”on the left side, click “**Upload**”, and select files to upload, then click “**open**” button

- Wait for the completion of upload.(Files can also be uploaded via Supernote partner App)



- 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.



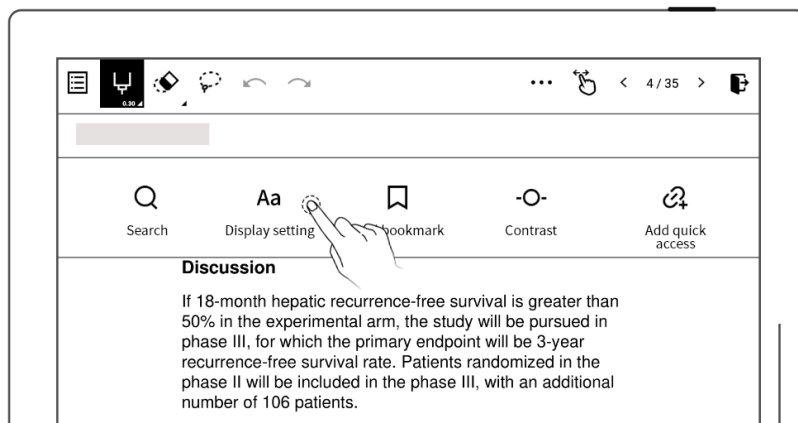
Method 3: Through the **Direct transfer** function of Supernote Partner App (Files transfer between Supernote Partner App and the device within the same LAN) (Pls refers to the [LAN direct transfer](#))

5.2 Change the fonts

This function only applies to EPUB files.

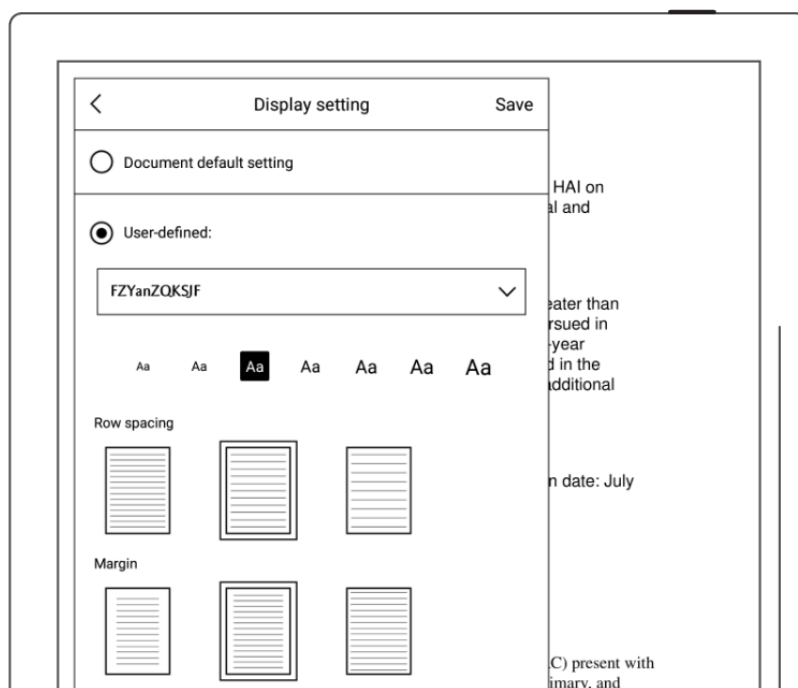
1、 Tap “ ⋮ ”

2、 Tap “Aa”



3、 Select fonts, size, Row spacing and Margin

- Tap “Save”



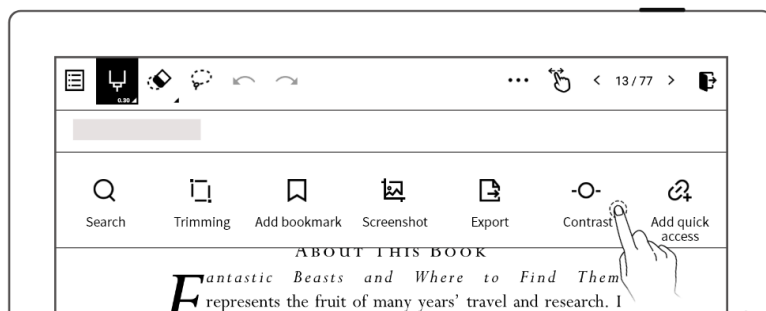
***Note: Support document customized font import (please refer to "[How to import document customized fonts](#)")**

if you have added handwritten annotation(s) on the EPUB files, then the display settings cannot be changed.

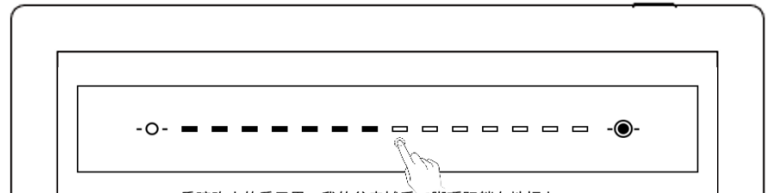
5.3 Adjust screen contrast

1、 Open a document, tap the icon “⋮” on the top toolbar to extend more functions

- Tap “Contrast”



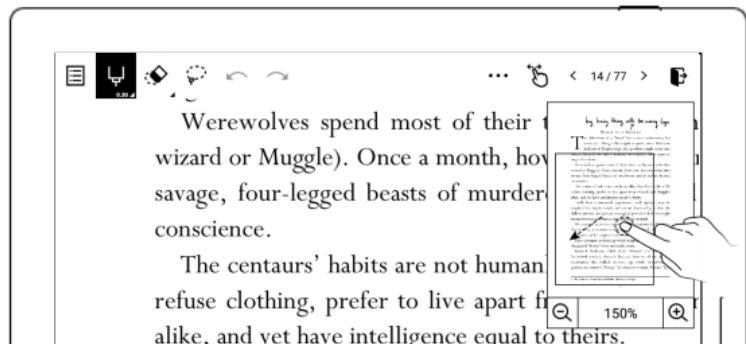
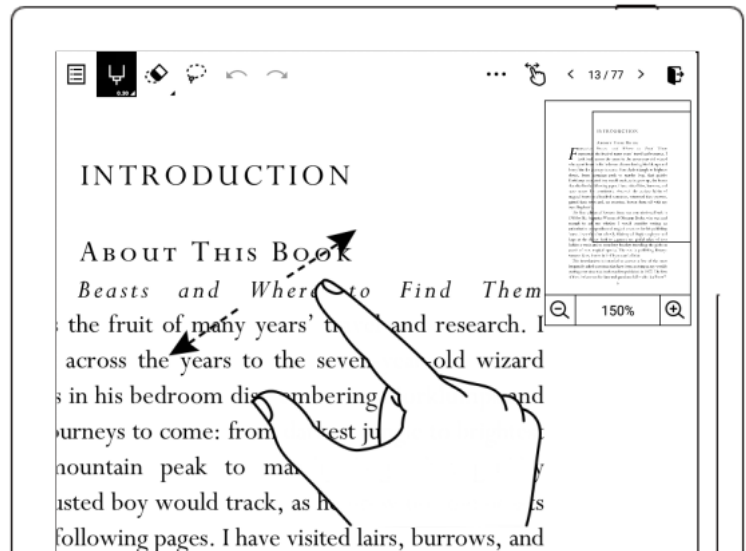
- 2、 Tap the contrast adjustment bar



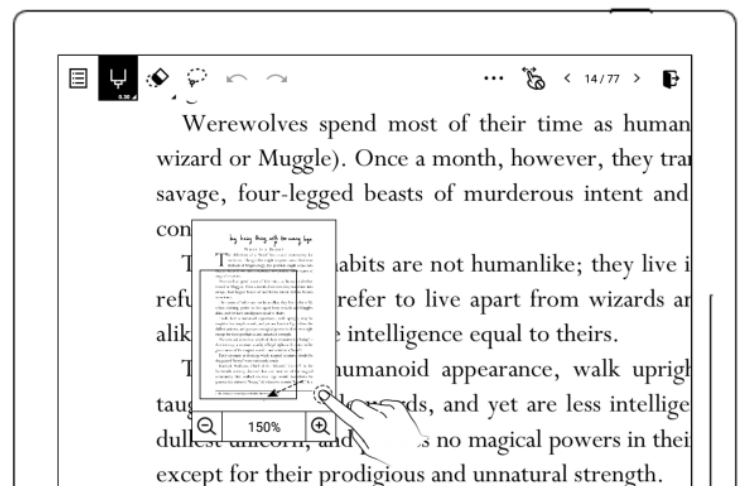
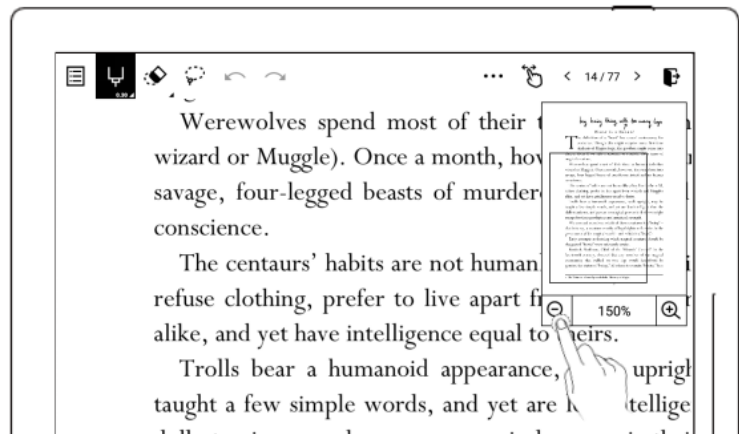
5.4 PDF gesture zoom

This function only applies to PDF files.

- Open the document, pinch on the screen with two fingers to zoom in and out
- When page size exceeds 100%, drag two fingers on the screen to move the page to view the content
- After the page is zoomed in, the page thumbnail window appears in the upper right corner. Move the thumbnail window with finger, the page will move accordingly



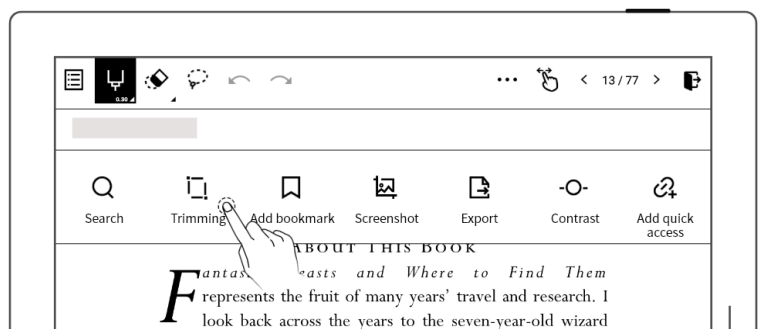
- Click on the screen to zoom in "⊕" and zoom out "⊖" to zoom in and out of the page
- Drag the thumbnail window with finger to move the position of the thumbnail window within the page
- When page size reduced to 100% size, the thumbnail window disappears



5.5 PDF Trimming




This function only applies to PDF files.

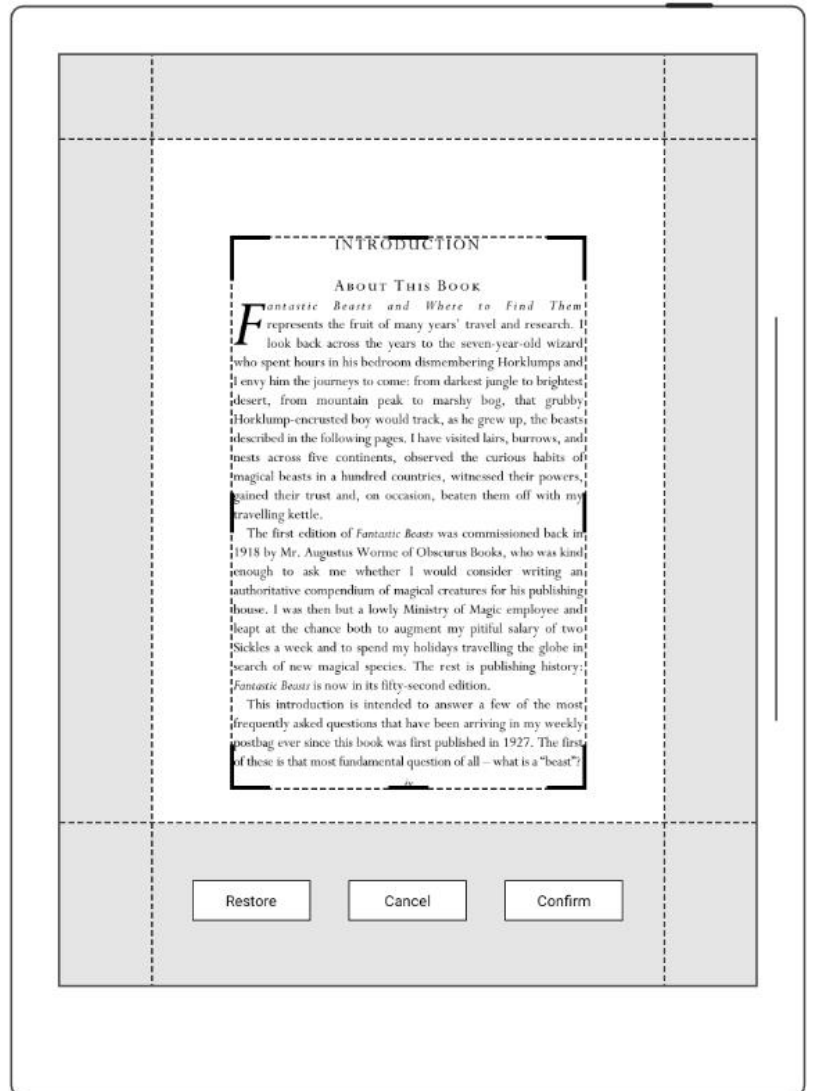
- 1、 Open a document, tap the icon "⋮" on the top toolbar to extend more functions
- Tap the Trimming icon






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


- Tap “**Restore**”, the border of the page will be recovered, While **Actual size** will change to **Adjust**
- Adjust manually by moving the bold lines
- Tap “**confirm**”
- After trimming, the icon “” on the top toolbar becomes “”. Tap “” to undo the trimming

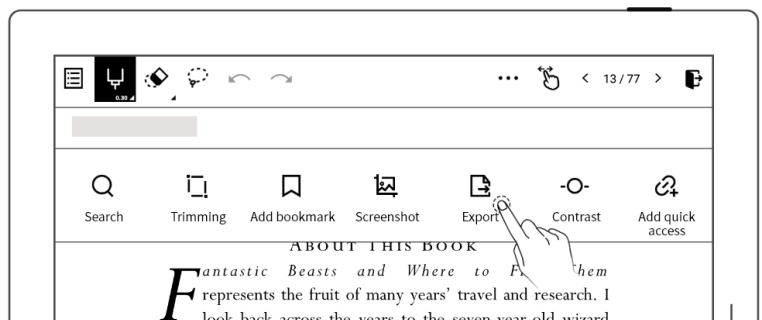


5.6 PDF export

This function only applies to PDF files.

1、 Open a document, tap the icon “” on the top toolbar to extend more functions

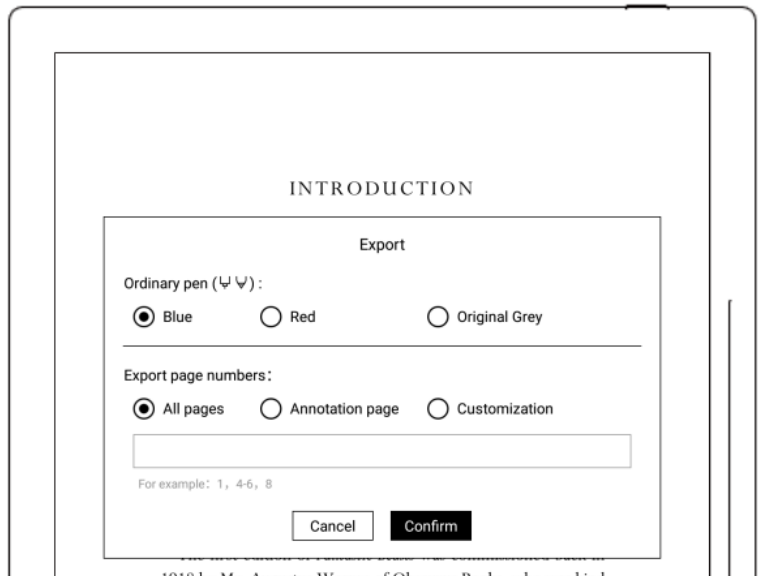
- Tap the function icon “”





Export"

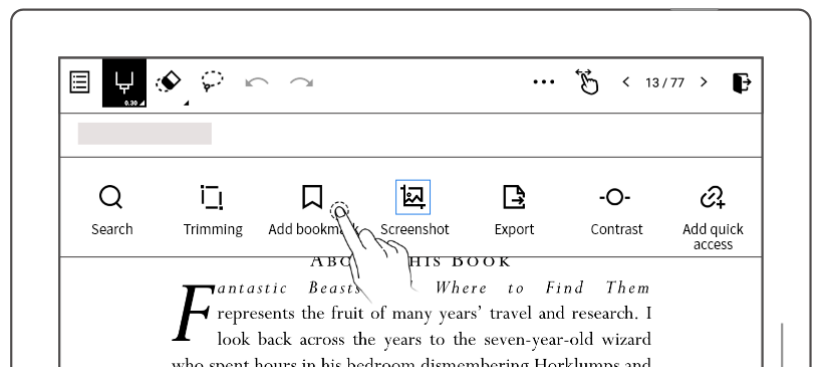
- Export can choose handwriting style and handwriting color
- Export can be customized to select the page number




5.7 Bookmarks and contents


1、Bookmark

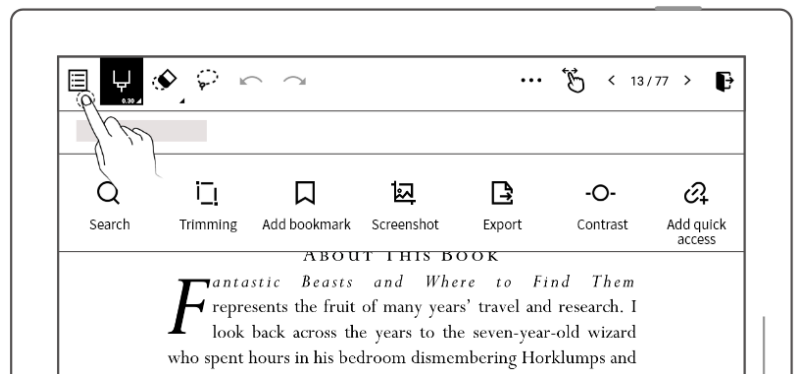
- Open the document and tap toolbar "..." to open document page for more functions
- Tap "Add Bookmark" to add a bookmark
- Tap "Use default" in the "Bookmark added successfully" pop-up box; or tap "Set as custom" to customize the bookmark name




- After setting as a bookmark, the icon will change to "  Cancel bookmark", click again to cancel the bookmark of the current page

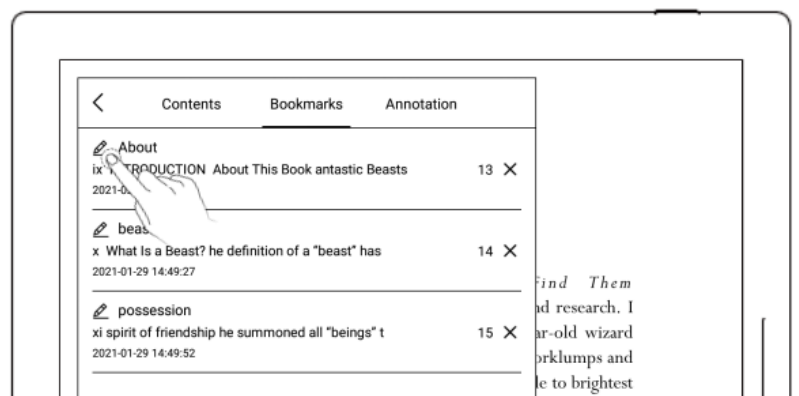
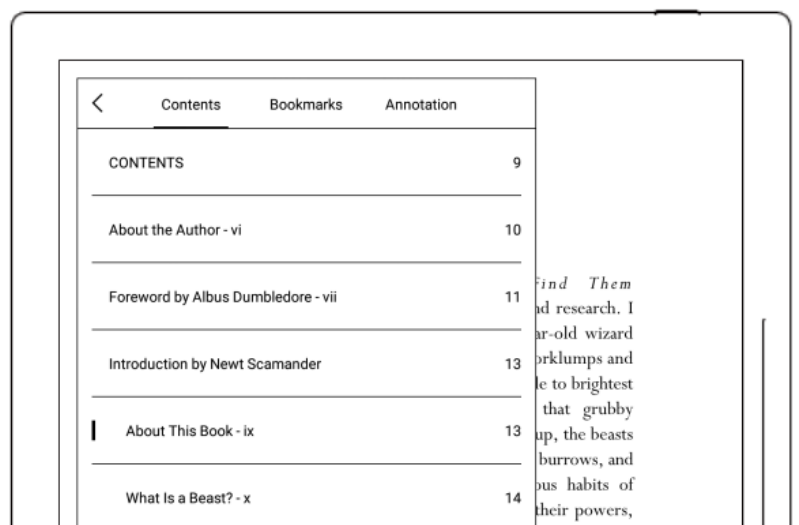
2、 Contents

- Tap "Contents  " in upper left corner of document page



3、 Bookmark change name and delete

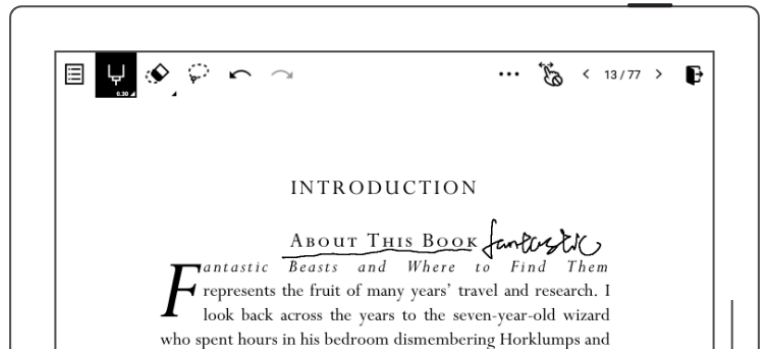
- Tap "Bookmarks" to view added bookmarks
- Tap "Table of Contents" or "Bookmarks" or "Comments" to switch display
- Select the bookmark, tap "  ", enter a new bookmark, then tap to change the bookmark name



Tap "X" and tap "Confirm"
in the pop-up box to delete
current bookmark

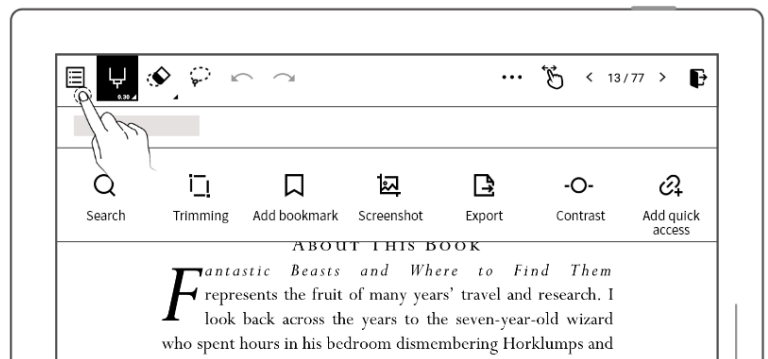
5.8 Annotation

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




5.9 Delete Annotations on document page

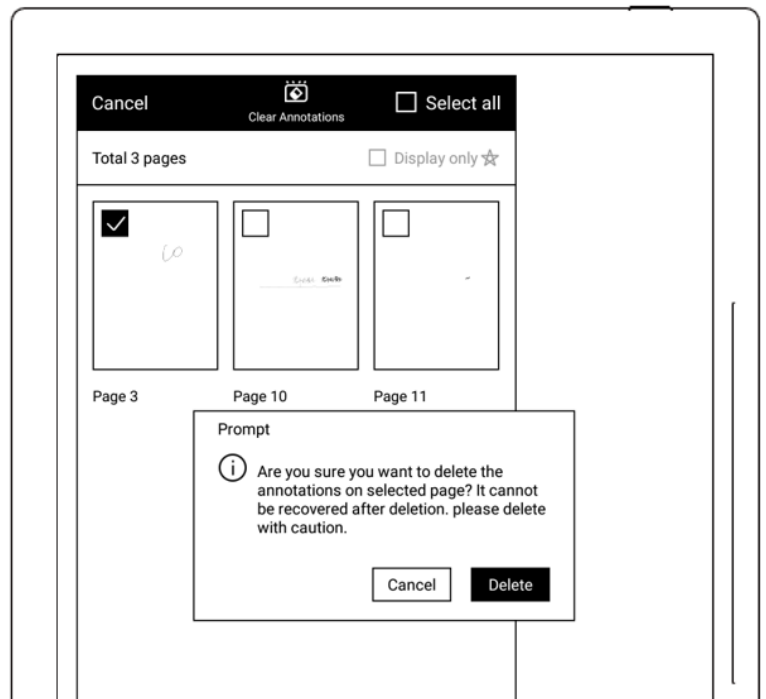
- 1、 Tap the **Contents** icon
“☰”



2、 Tap“Annotation” to
view all the


Annotations

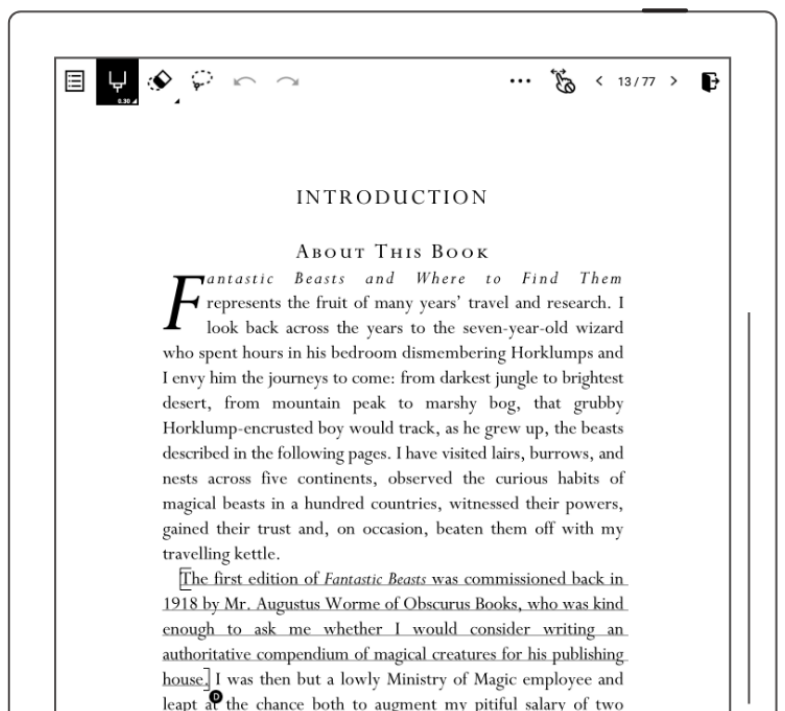
- Select and long press a
page
- Select the pages to
clear Annotations
- Tap the “Clear
Annotations”
icon“”
- Tap“Delete”



5.10 Digest and annotation

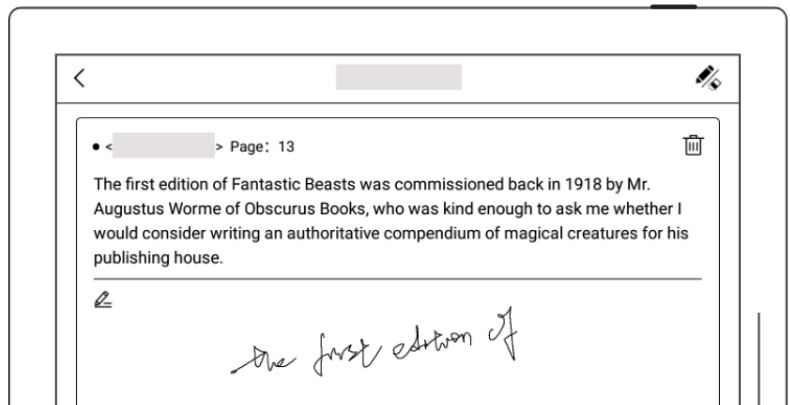
➤ Digest

- 1、 Open a document, mark
your favorite sentences
with square brackets “[]”
 - The symbol of Square
brackets “[”and“]”are
need to be finished
within one stroke
 - After recognition, the
icon “” appears



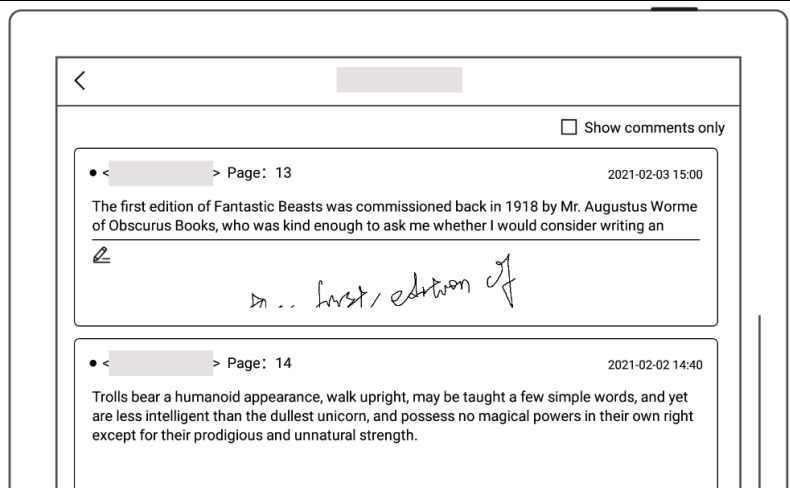
➤ Annotation

- 2、 Tap the digest sentence within the square brackets to enter annotation page
 - Here you can write thoughts or comments 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)

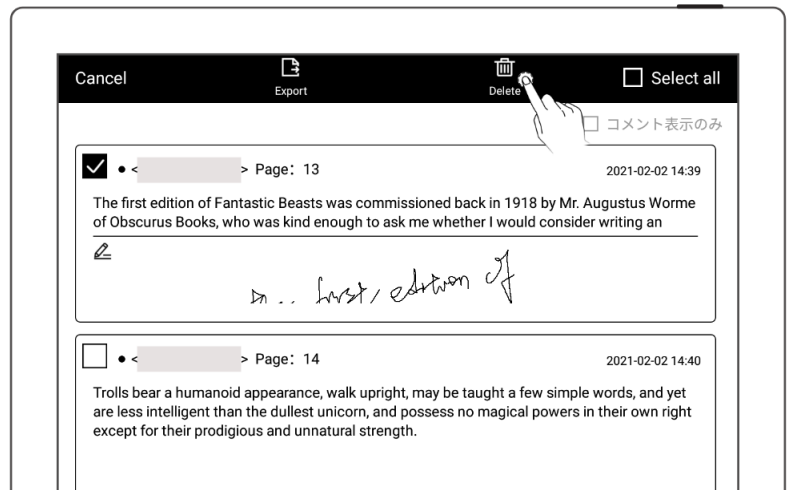


➤ Delete digests and annotations

- Long press a certain document digested and annotated on the digest and annotation page, to activate the top function menu

- Tap to select the digest and annotation to be deleted

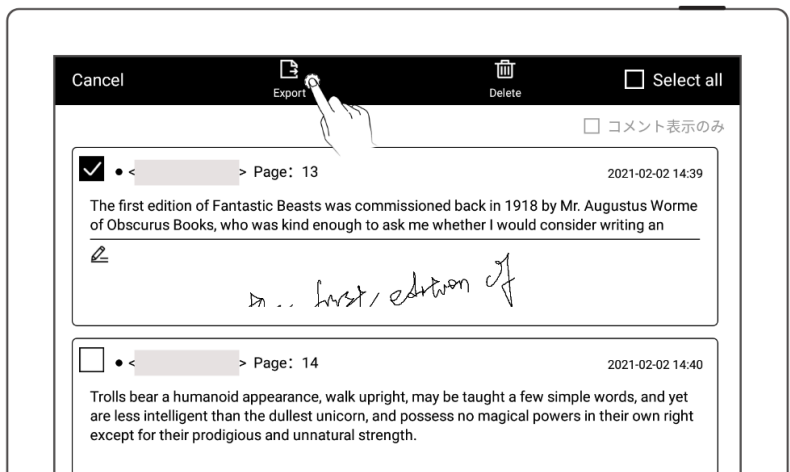
- Tap the delete icon "🗑️" to delete



➤ Export digests and annotations

- Long press a certain document digested and annotated on the digest and annotation page, to activate the top function menu

- Select the digests and annotations to be exported, tap "📄 Export"

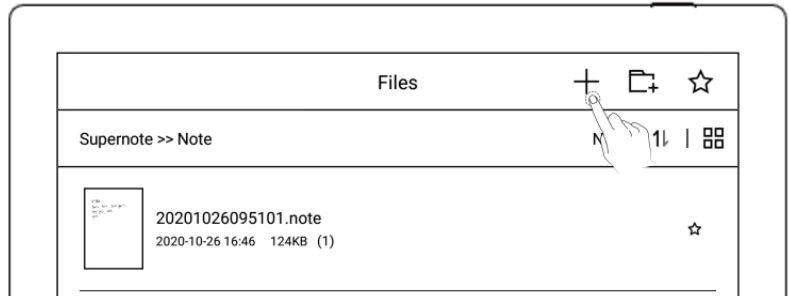


***Note:** Digests and annotations are only available for EPUB files and PDF texts

Chapter 6 Office

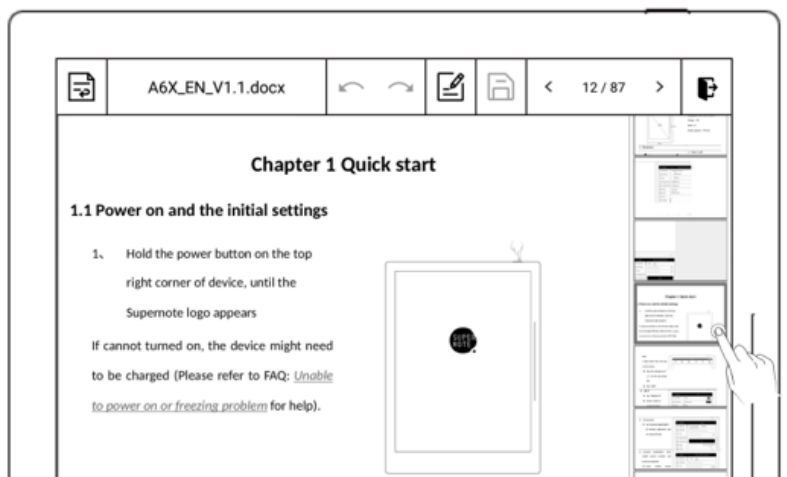
6.1 New WORD file

- 1、 Tap “+” to create new WORD file page

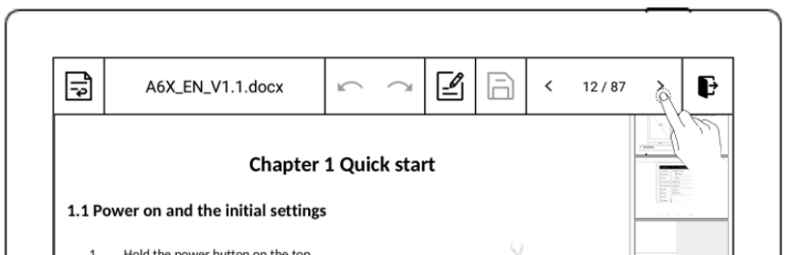


6.2 Browse Mode

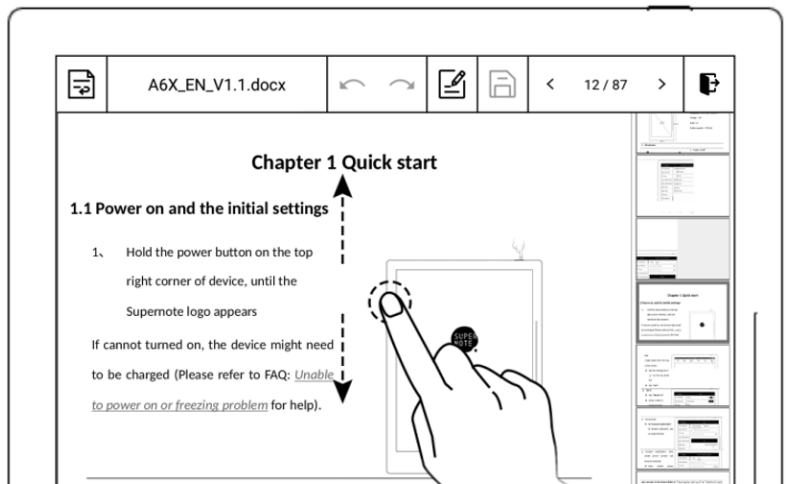
- Click thumbnail page on the right to jump to the page directly



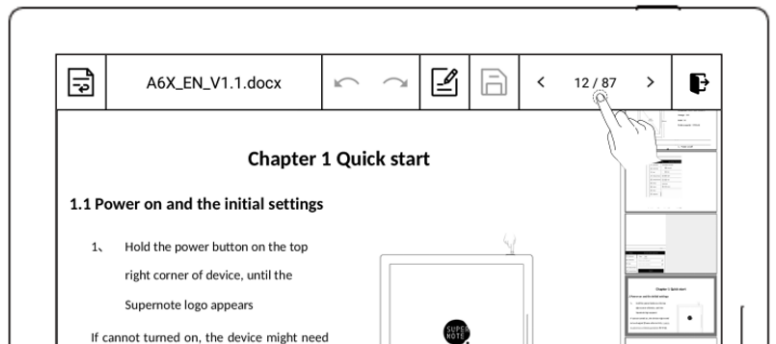
- Click left/right buttons of the page number on top-right of the screen to turn pages



- Use finger or stylus to slide up/down to turn page directly

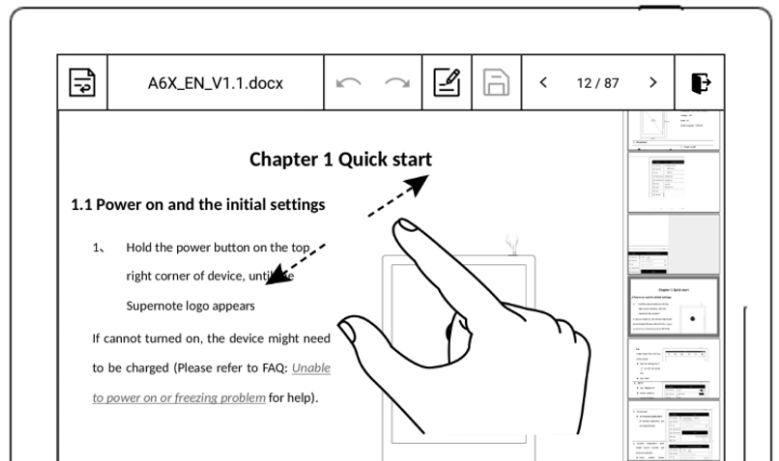


Note: Click page number to close thumbnail pages




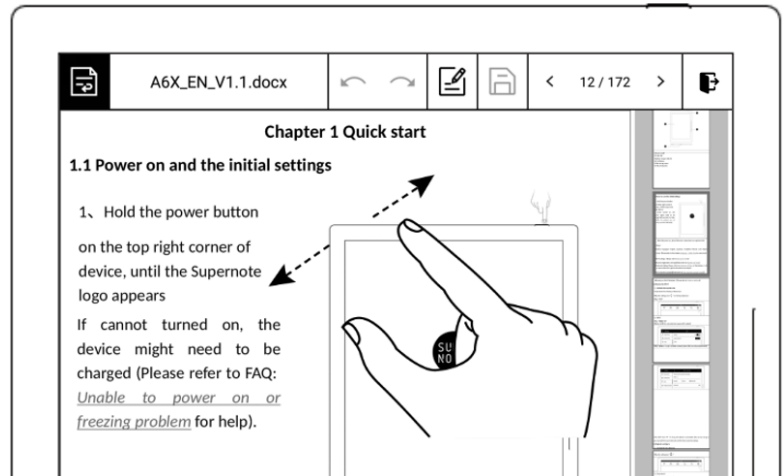
6.3 Gesture to zoom in/out the page

Use two fingers on the screen to zoom in and out




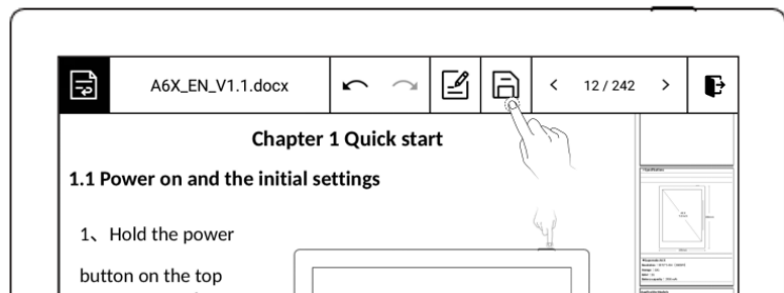
6.4 Repage View

Click "  " to enter the repage view. In this view the text can be adjusted by gestures to zoom in/out the page



6.5 Editing



- Tap the text area of the page, input the editing text by keyboard
- Tap "  " to save the change

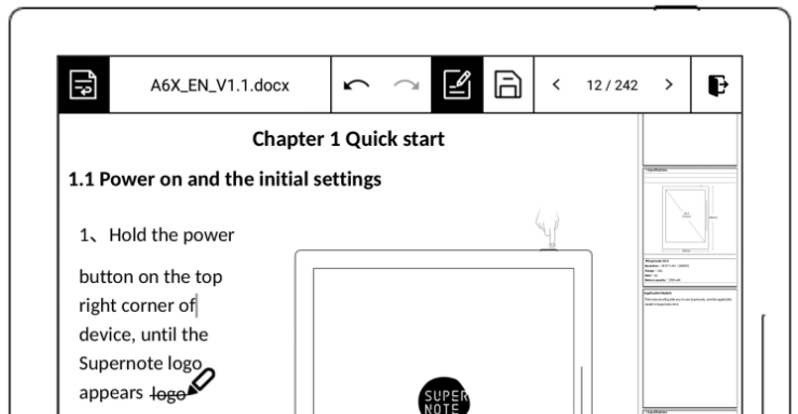


6.6 Proofreader's marks



Support Proofreader's marks including delete, line break, backspace connect, Transpose.

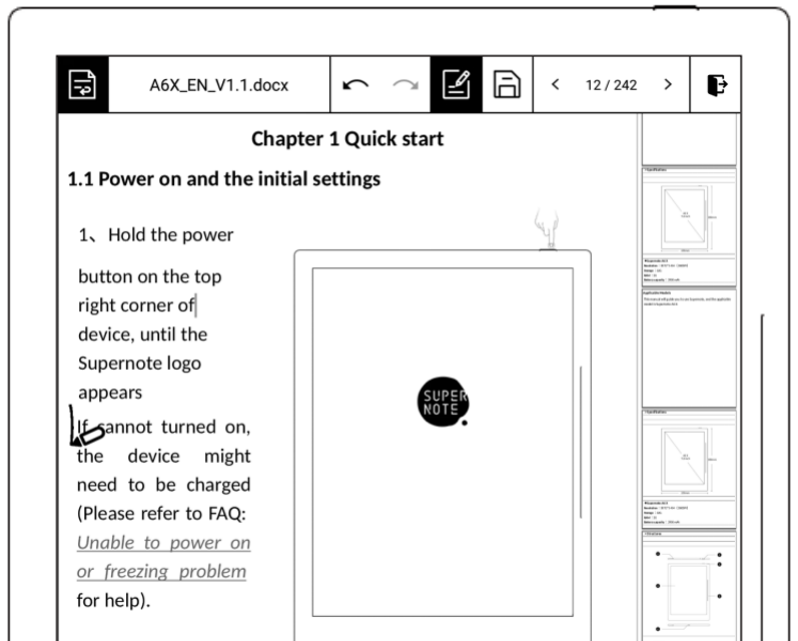
6.6.1 Delete

- Tap “”
- Use stylus to draw “” on the characters or spaces to be deleted, it will be automatically recognized as a delete signal, and the selected content will be deleted.





6.6.2 Line break

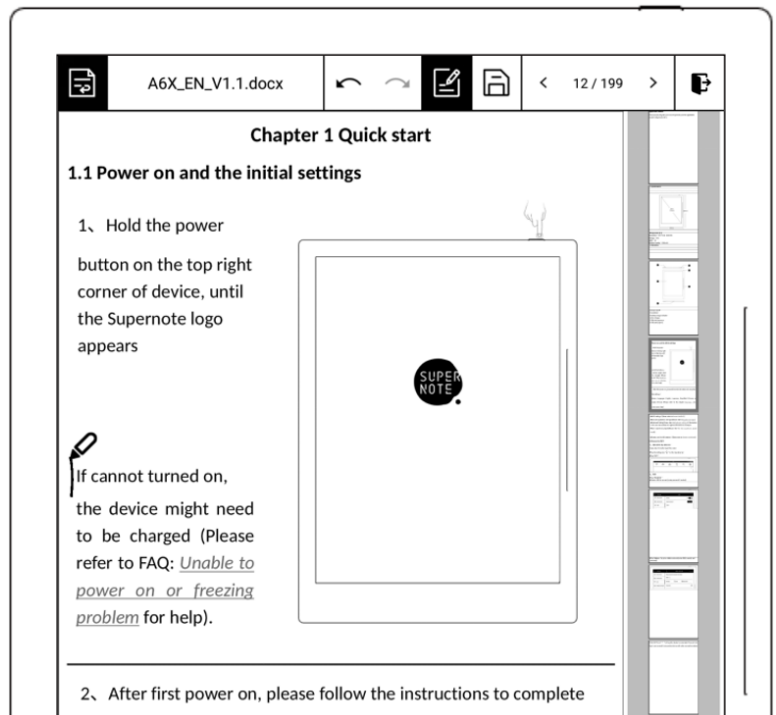
- Tap “”
- Use stylus to draw “” from top-down between characters or spaces to start a new line, it will be automatically recognized as a line break signal, and the selected content will go to the new line.




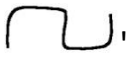
6.6.3 Backspace connect

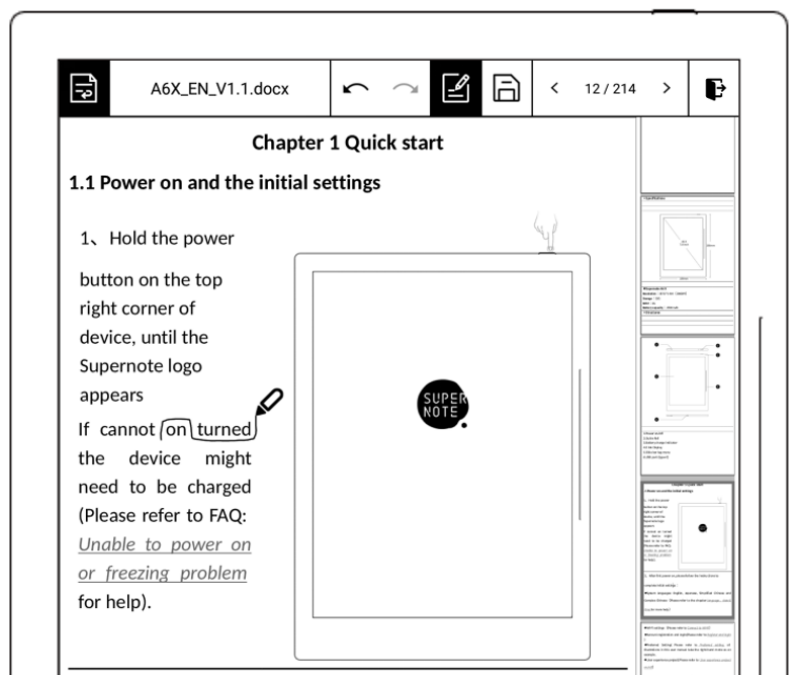
- Tap “”
- Use stylus to draw “” from bottom-top before the character to connect previous phrase or word, it will be automatically recognized as a connect signal, and the selected content will connect the phrase.

(Supported in later version)







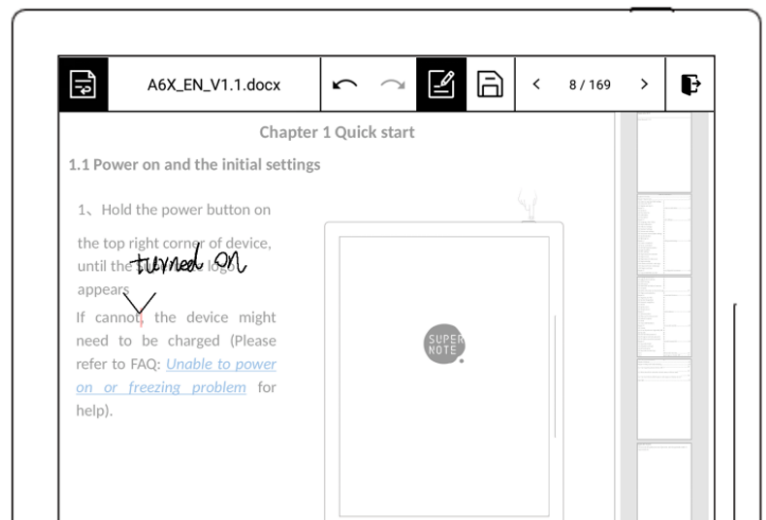
6.6.4 Transpose

- Tap “”
- Use stylus to draw “” on the characters to be transposed, it will be automatically recognized as an transpose signal, and the selected content will be transposed.

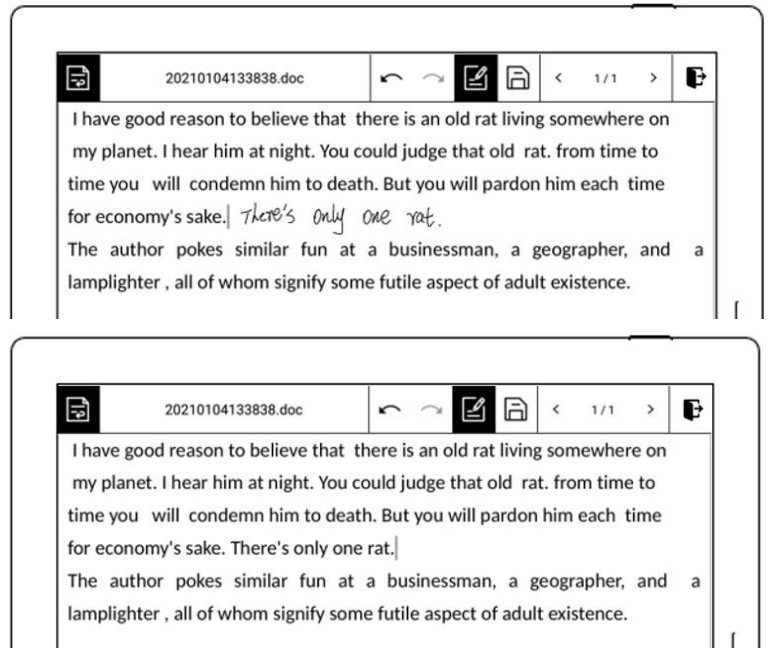


6.6.5 Handwritten Insert

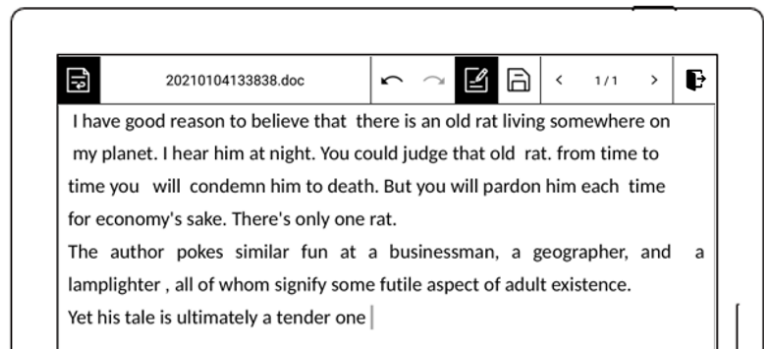
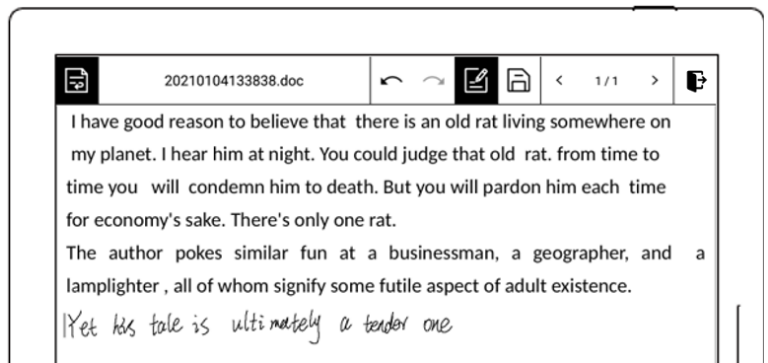
- Use caret symbol to insert (good for inserting in the middle of the text)
- Tap “”
- Draw “” mark with stylus between words to be recognized as insert symbol.
- Write down the content to be inserted on screen and click “” to confirm (Or double-click the screen area to confirm the insertion). Draw a line on insert mark as “” to cancel.





- Additional word insert (no caret required, handwriting directly at the end of the line or paragraph, double-click to recognize)
- Start handwriting at the blank at the end of the current line, Double-tap screen, it will be automatically recognized and insert at the end of the current line





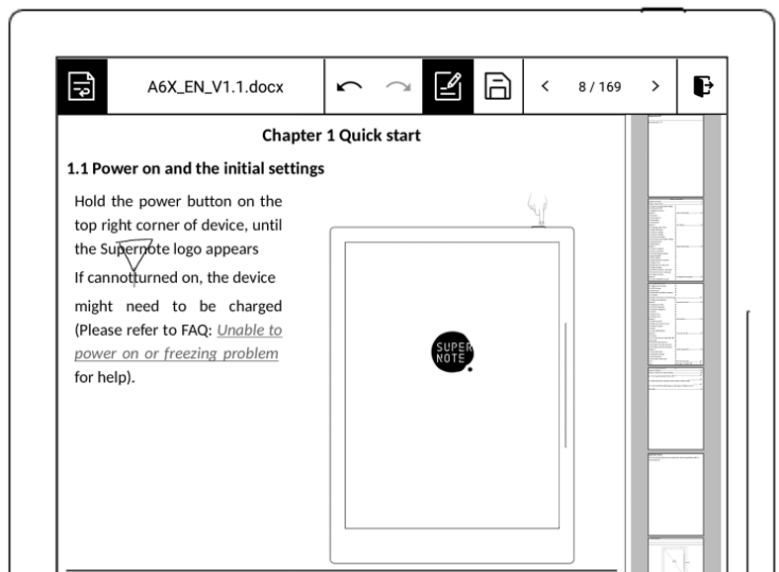
- Start handwriting in blank space below the text, double-tap the screen, and it will be automatically recognized as a new line



6.6.6 Insert space

- Tap “  ”
- Draw “  ”mark with stylus between words that need to be inserted into space to be recognized as insert space symbol.

Note: Draw “  ”mark with stylus between words to be recognized as insert symbol.
Click “  ” to confirm (or double-click on the screen to



confirm), and it is directly
recognized as a space

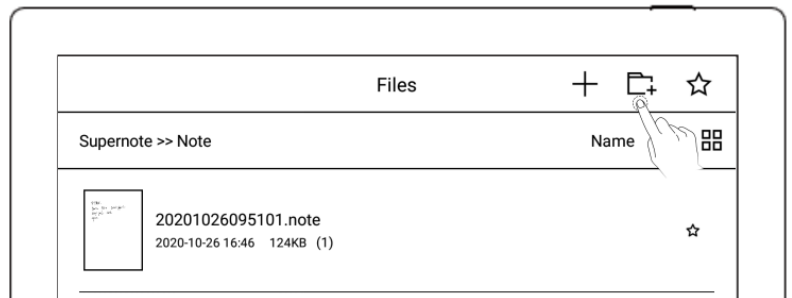
Chapter 7 Convenient Features

7.1 Organize your files

You can organize (Rename/add/move/delete) all your files

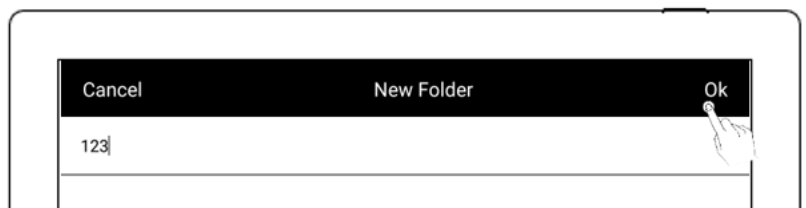
➤ Create a new folder

- 1、 Use the sliding bar menu, tap "Inbox" to access the file management directory page; or tap "✕" to close the note or document and return to the file management page



- Then tap the icon "📁+" to create a new folder

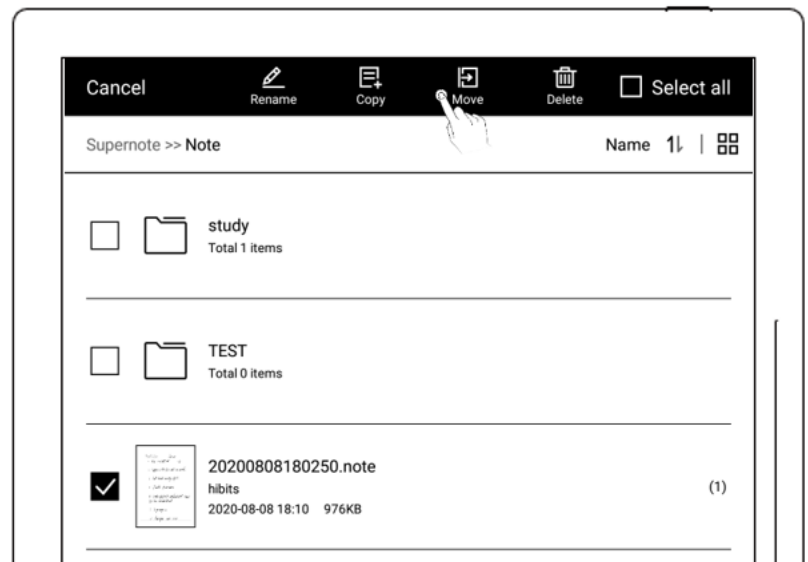
- 2、 Enter the name of new folder, tap "Ok"



➤ Move a file or folder

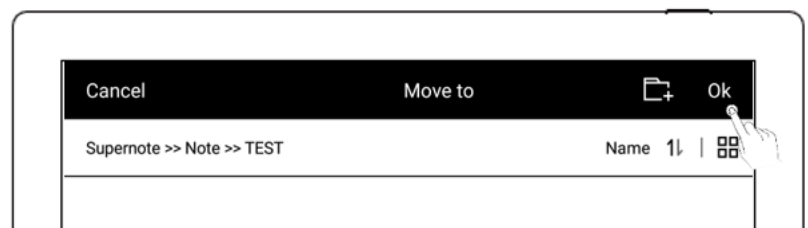
1、 In file management page

- Long press the file
- Select the files or folders to be moved or copied (Multiple -Choice is supported)
- Tap **“Move”** or **“Copy”**




2、 On **Move to /Copy to** page

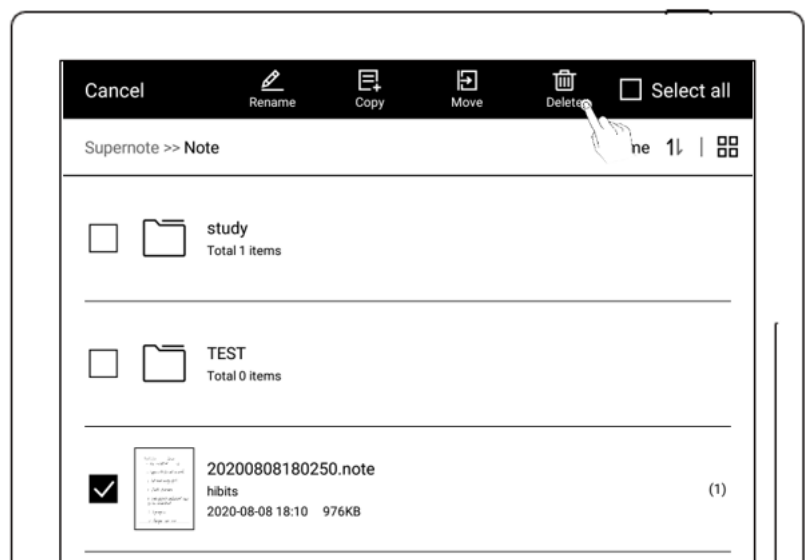
- Select the folder to move to/Copy to , tap **“Ok”**



➤ Delete a file or folder

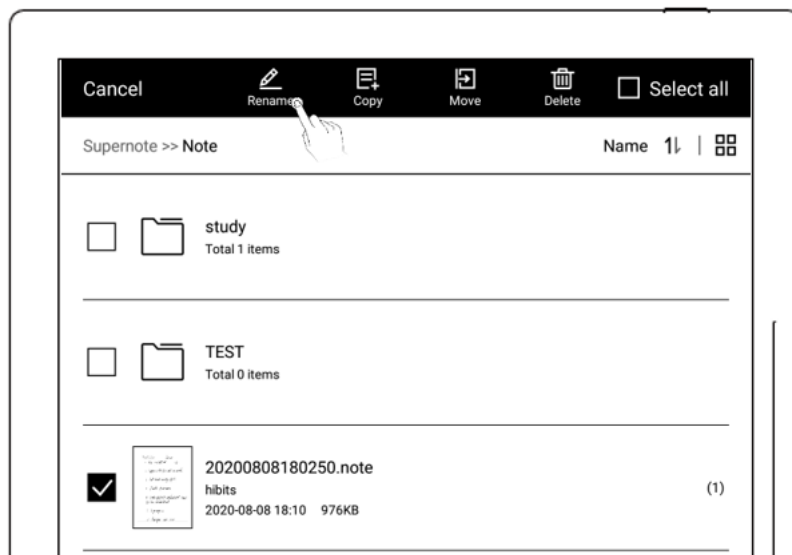
1、 In file management page

- Long press the file or folder
- Select the files or folders to be deleted (Multiple -Choice is supported)
- Tap **Delete** icon “”
- Tap **“Confirm”**

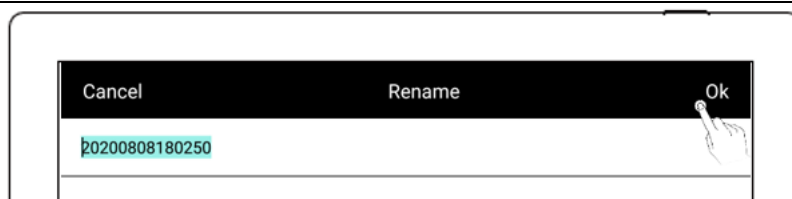


➤ Rename a file or a folder

- 1、 In file management page
 - Long press the file or folder
 - Select the file or folder to be renamed (Only single-choice is supported)
 - Tap **“Rename”**

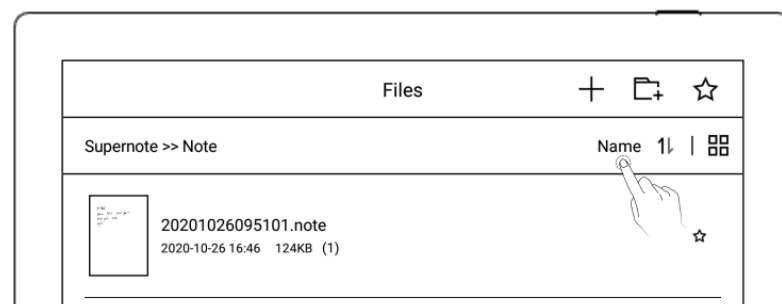


- 2、 Rename
 - Input the new name of the folder and tap **“Ok”**



➤ Sort files or folders

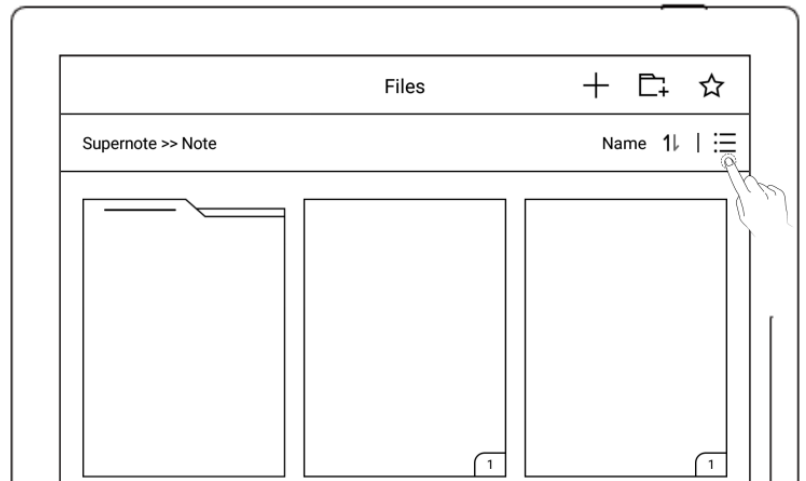
- 1、 In file management page
 - Tap size/name/time, icon, then files will be sorted by their size/name/time
 - Tap icon **“1↓”**, then files will be sorted and switched between ascending and descending of size/name/ time



➤ View files or folders

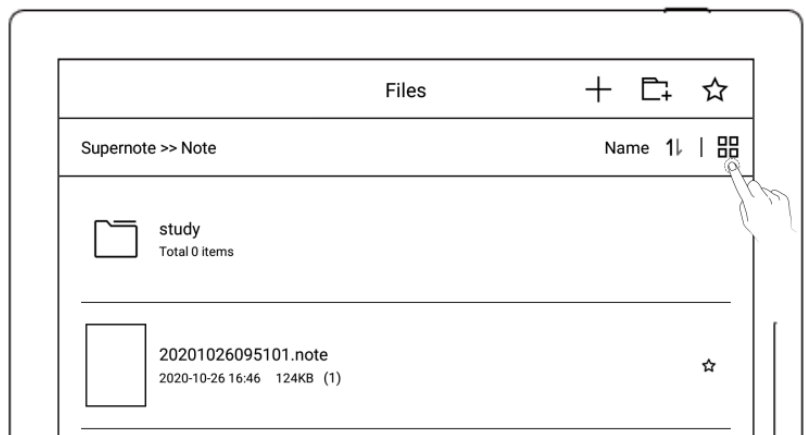
1、 In file management page

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



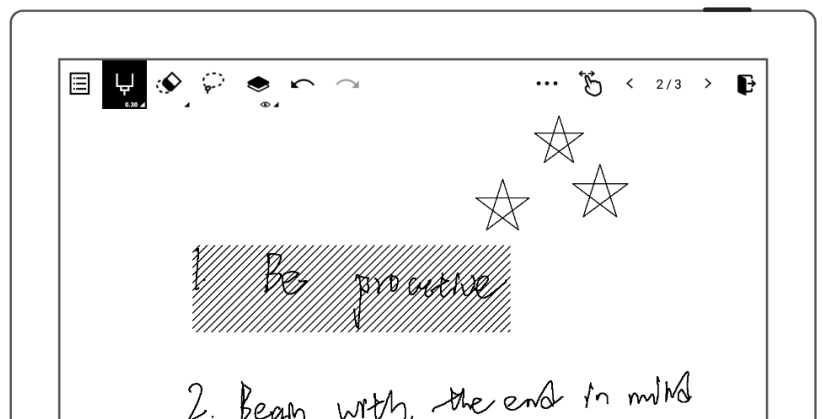
2、 Thumbnails

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



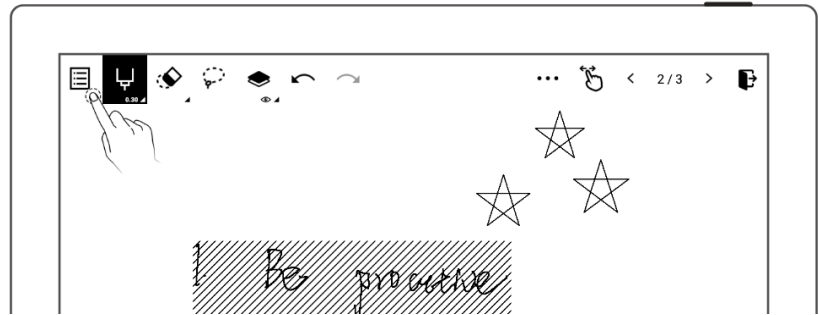
7.2 Symbol Recognition

- 1、 When you draw a star “☆” on Note or Document page, the handwriting will be automatically recognized as a star symbol mark so that the marked page can be found by star mark search

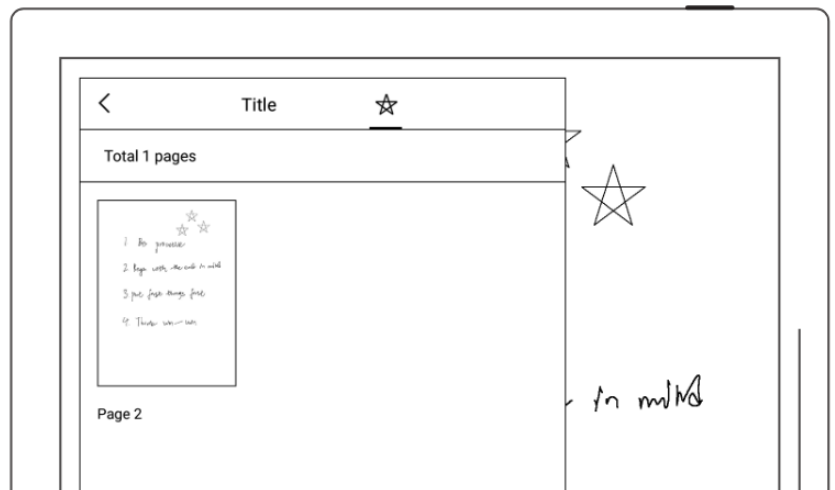


2、 Check the page marked with“☆”

- Tap the icon“...”on the top toolbar to expand more functions
- Tap the **Title** icon“☰”



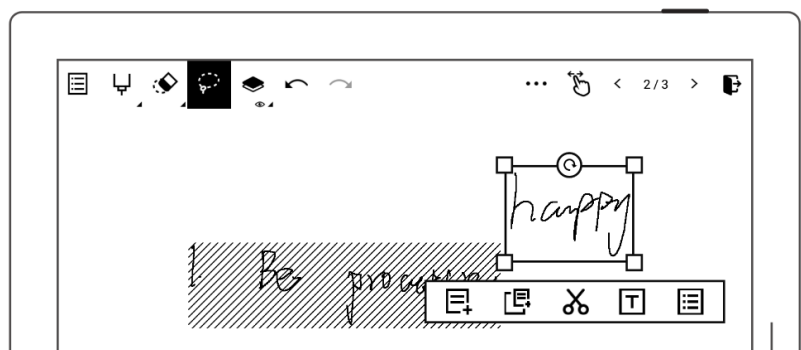
3、 On title page , tap“☆”to check all the pages marked




7.3 Keyword recognition

The content written on the note or document page can be identified by circled keywords, so as to quickly search for the file pages related to the keywords. Take below "notes" as an example:

- 1、 Tap the region selection icon “⦿”
- Draw a circle with stylus to select






keywords

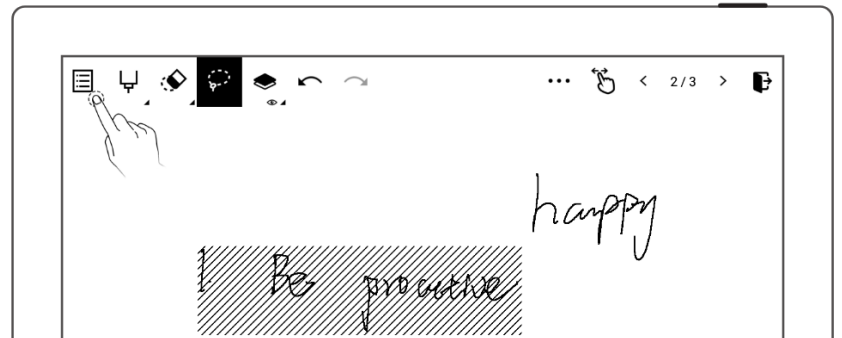
- Tap icon “”

2、 Confirm recognized keywords again, if not accurate, recolonize again



3、 Check the keywords

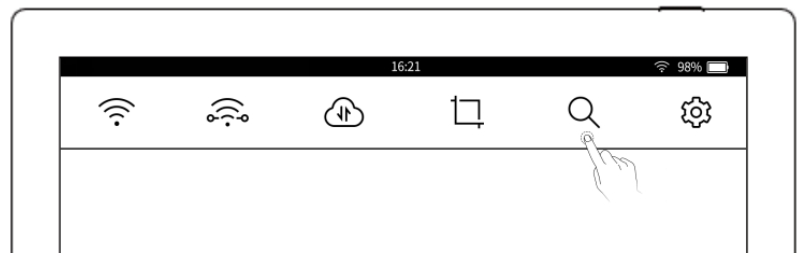
- Tap the icon “” on the top toolbar to expand more functions
- Tap the **Title** icon “”
- Tap a keyword to jump to the page
- Tap “” to delete the keywords



***Note:** Keywords only can be recognized in the main layer.

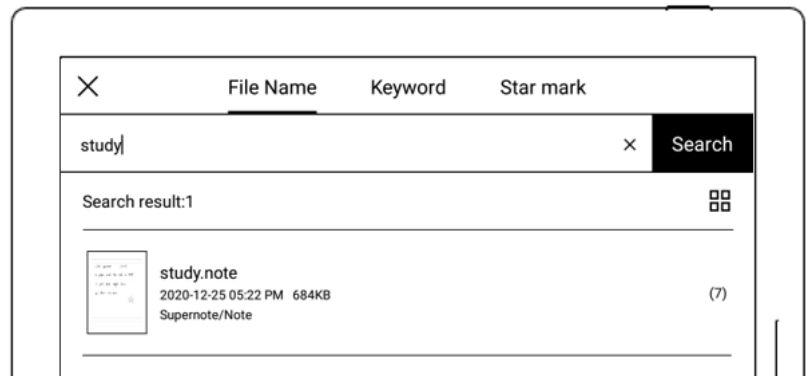
7.4 Search

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



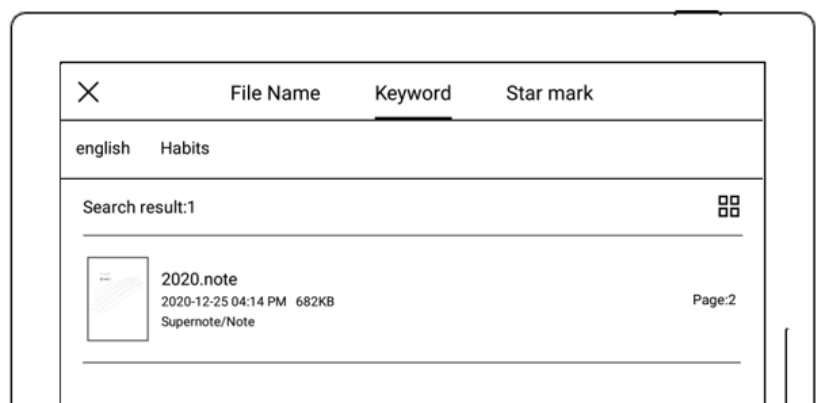
➤ Search by file name

- Enter the file name
- Tap “**Search**”



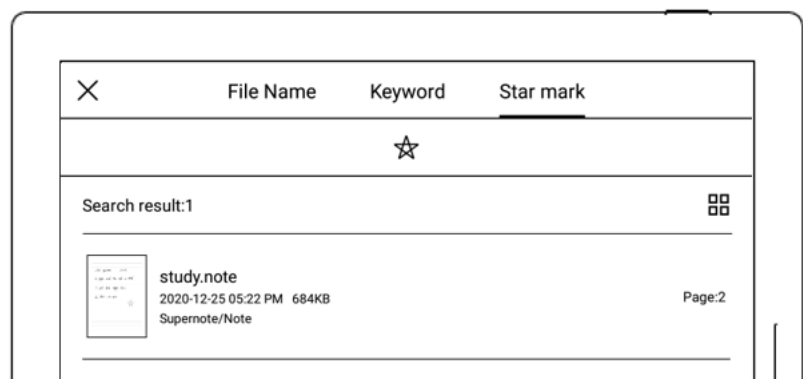
➤ Keyword search

- Tap **Keyword**
- Tap to select from
the listed keywords



➤ ☆ search

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





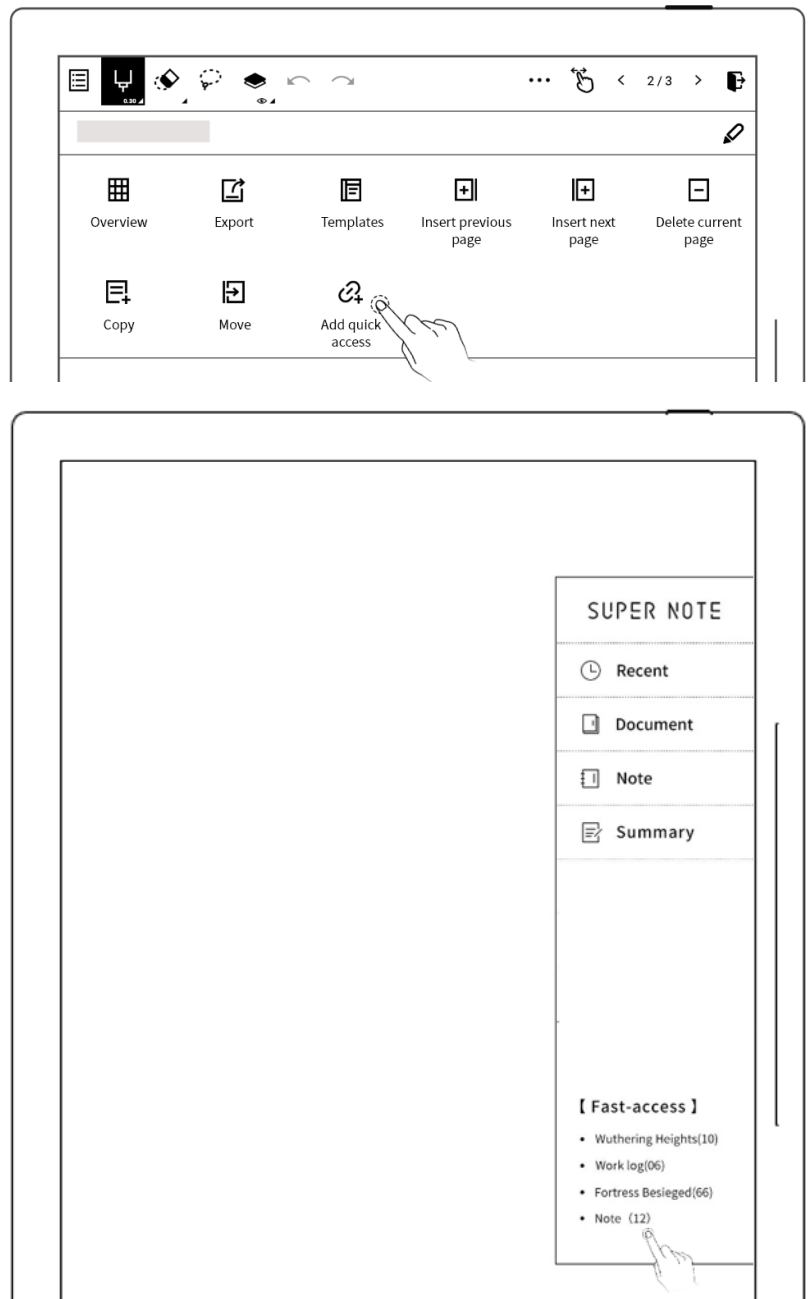
7.5 Quick access

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

➤ 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
- Tap the **Cancel quick access** icon “” to cancel the quick access of the current page



7.6 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 Mailbox Function

Support IMAP type mailbox.

8.1 Login

- 1、 Use sliding menu, tap "Mailbox", the login page will be displayed when you enter for the first time

- 2、 Password (or Authorization code) login

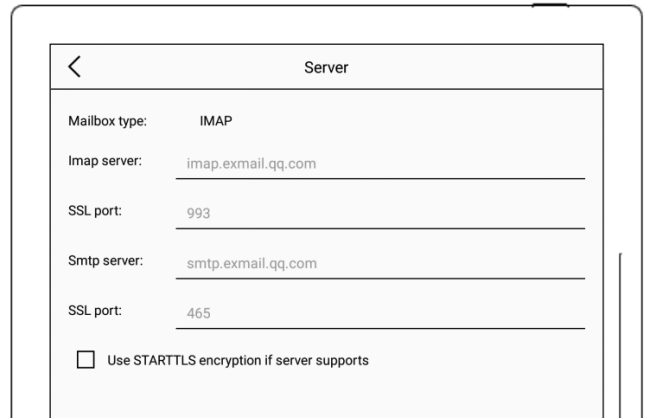
- Enter your mailbox ID and password on "Mailbox Login" page (some mailboxes require an authorization code to log in)
- You can choose to remember password, then tap "Login"
- Please check server setting if login failed



➤ Mailbox server set up

- Tap "Server"

(Please set up this part according to your mailbox server requirements)



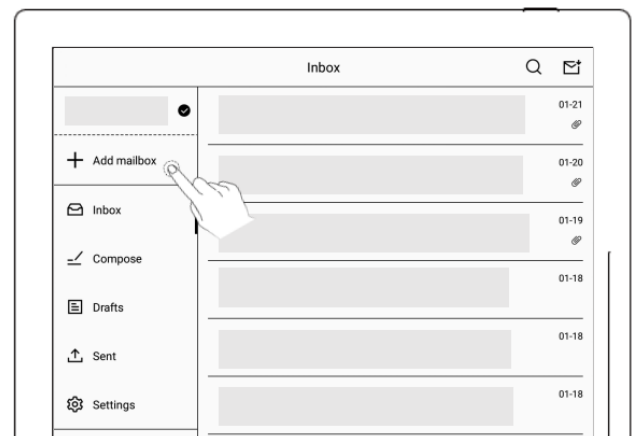
***Note: Click "Have trouble logging in?" to check how to obtain authorization code**



3、 Multi-mail account login

- Tap "Add Mailbox"
- Enter the login page to log in mailbox

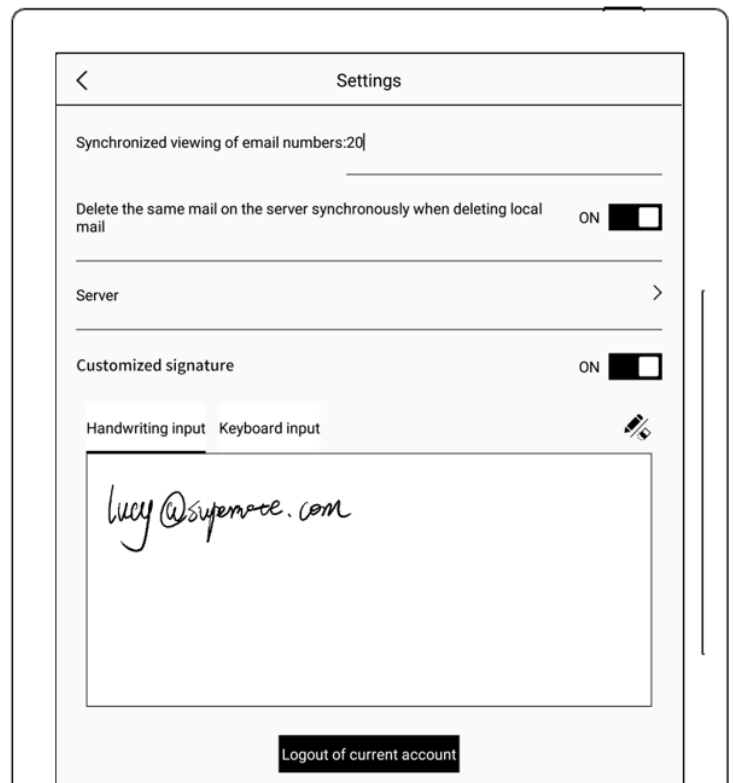
***Note: The mailbox supports max. three mail accounts at the same time**



8.2 Settings

After the mailbox is successfully logged in, you can proceed some basic mailbox settings first.

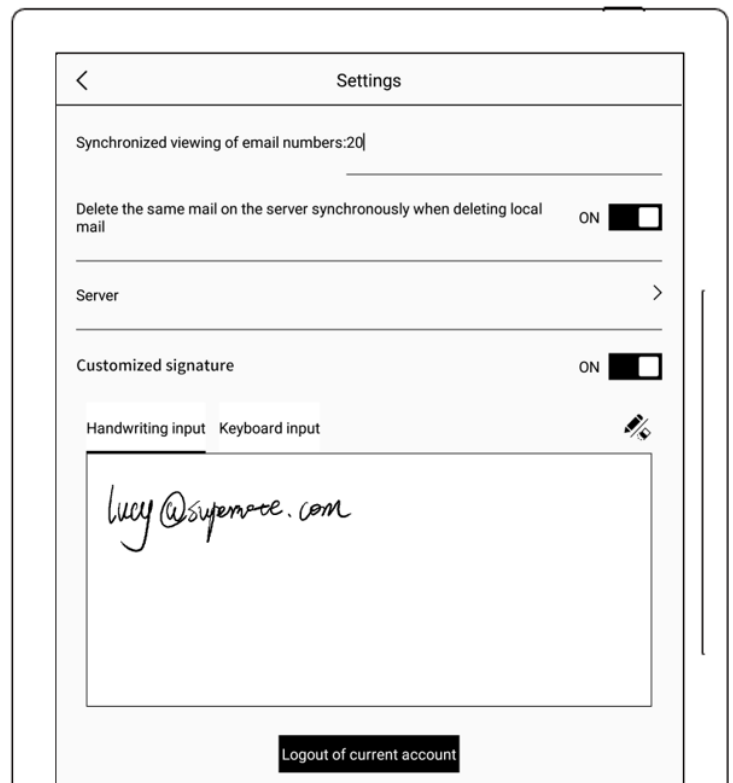
- Set the number of synced emails
 - Enter the mailbox, tap "Settings" on the left
 - Enter the number of emails to be synced (up to 99 emails can be synced)
 - Here you can choose "Delete the same mail on the server synchronously when deleting local mail?", if need you can turn it on
 - Tap "<" to go to the mailbox inbox list page



Note: After the setting is completed, the local mailbox will be synced according to the number of synced emails you set.

➤ Customized Signature Setting

- Access email function and tap “Settings”
- Handwriting (or use keyboard) on squared signature setting area to set up email signature.
- When Customized Signature is ON, the signature will be automatically added in every email sent. If the status is OFF, Customized signature will be hidden.




8.3 Compose

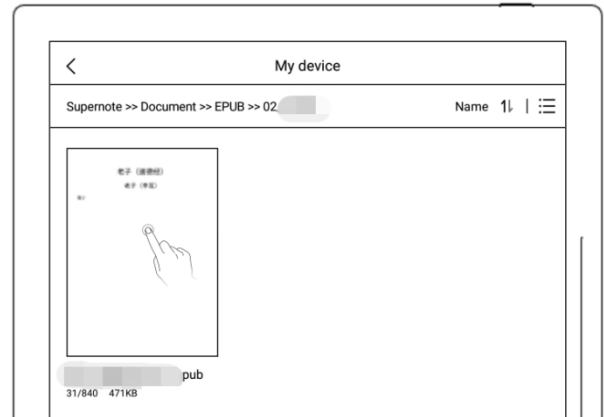
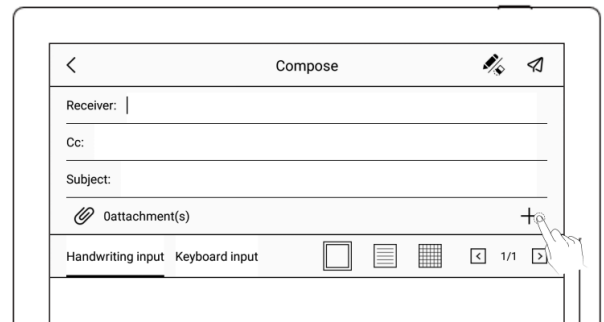
1、Enter mailbox, tap "Compose ", you can choose two ways to write the email:

- By handwriting
- By keyboard input



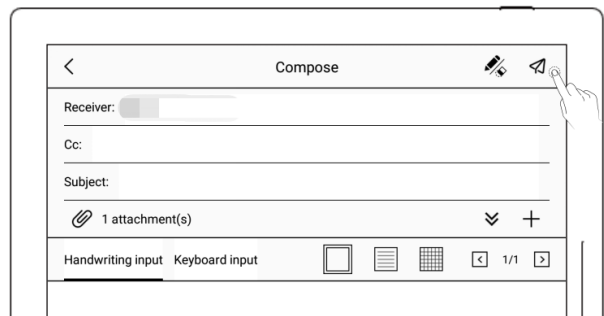
2、File attachment

- Tap "  " at the far right of the attachment column
- Select the file to be sent on the file selection page and add it to the attachment



3、Enter the recipient address or relevant information


- Tap "  "



***Note: Email attachments have restrictions on the size. It is not recommended to add multiple or heavy files (total file size <20M).**

8.4 Inbox

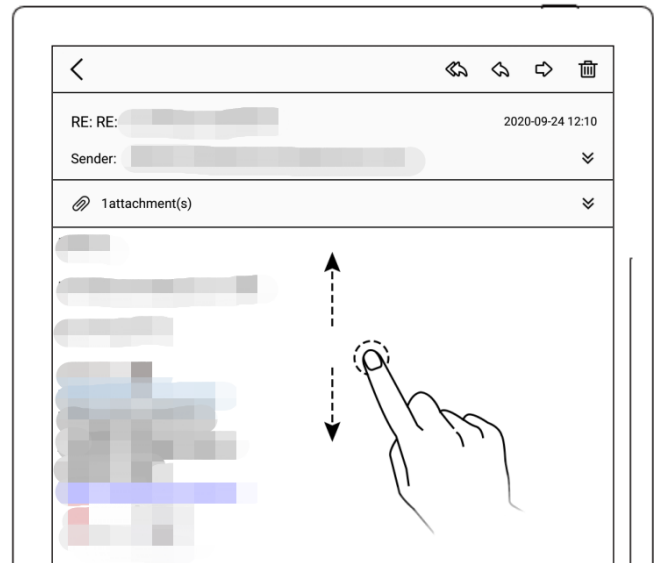
1、Enter mailbox, the default page is the "Inbox" list

- Tap "  " to conduct email sync manually



2、Tap the mailing list to check emails

- Swipe up and down to view email details



- Support zoom in/out for checking email details by two fingers.



3、Save attachment

- Tap "⌵" at the far right of the column
- Tap "Save" in the attachment list
- As default, the file is saved to the relevant email account under the "INBOX" folder



8.5 Delete Local emails

Enter mailbox, the default page is the "Inbox" list

- Long press to select the mail to be deleted
- Click the "🗑️" icon
- Tap "Confirm" in the pop-up box message



8.6 Mark as read

Enter mailbox, the default page is the "Inbox" list

- Long press to select unread emails
- Click the "✉️" icon to mark unread emails as read



Chapter 9 Basic functions

9.1 USB connection

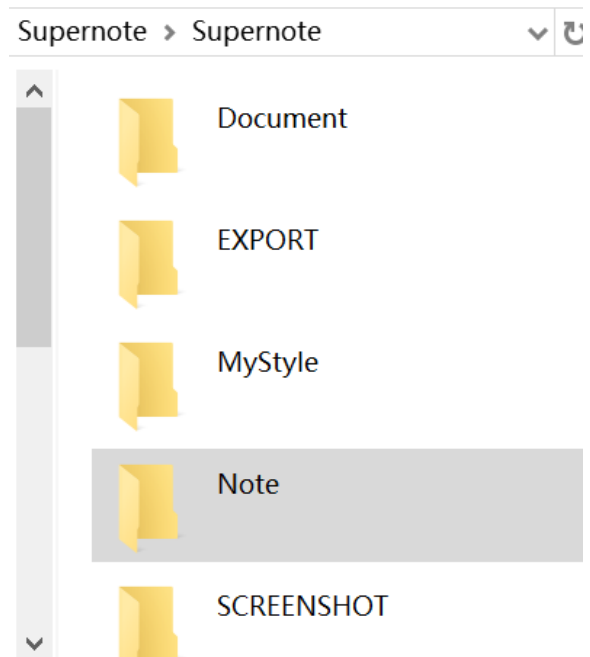
You can use USB cable to connect your Supernote device and PC to charge device, organize

and transfer files.

Use USB cable to connect your Supernote device to PC.

➤ For Windows

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



➤ For MAC

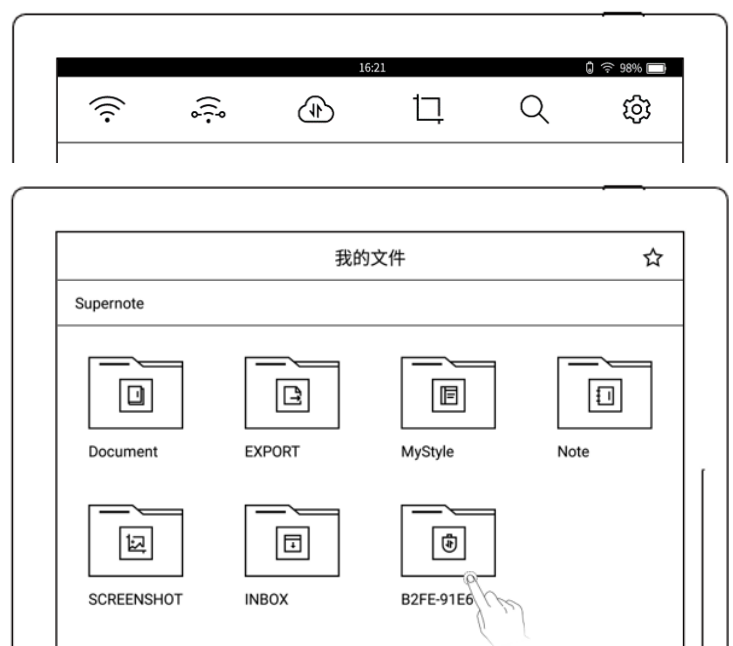
- MTP tools such as Android File Transfer、openMTP、Commander One are required

9.2 USB OTG


USB OTG (On-The-Go) for USB drive and keyboard connection

➤ OTG USB drive

- Insert the OTG U drive into the device
- An icon "📁" appears on the top of the device, which is OTG U drive
- Find the folder representing the OTG U drive in the root



directory of Supernote, click to enter the U drive, you are able to view and organize files in the U drive

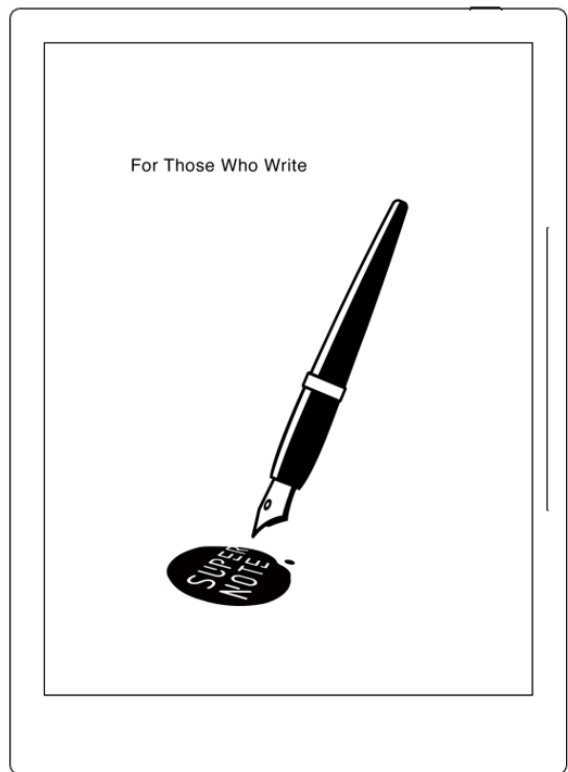
- Note: 1. When opening the OTG U drive file, please click "  " to exit and then pull out OTG U drive to prevent data loss.**
- 2. Do not pull out the OTG U drive during copying, moving, and searching to prevent operation failure.**

9.3 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

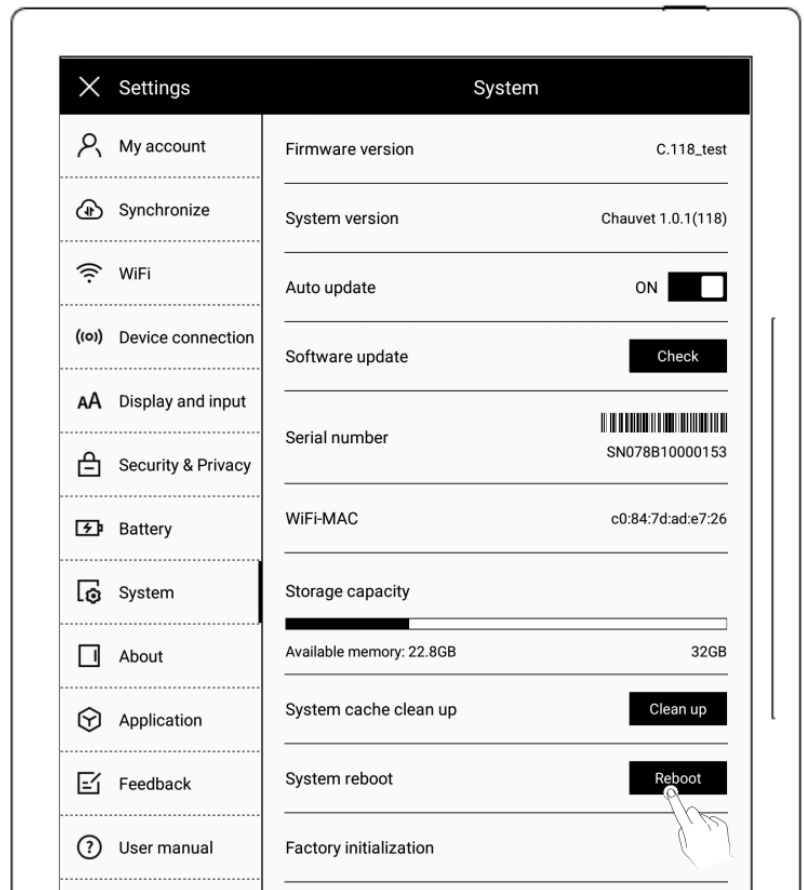
In hibernate mode, press the power button to go back to the page before hibernation (If there is a screen lock password, you need to enter password to wake up the device)

9.4 Reboot & update

- 1、 Activate the top status bar
 - Tap the settings icon “A line drawing of a tablet. The top status bar is visible, showing the time "16:21" and battery level "98%". Below the status bar is a row of icons: Wi-Fi, cellular signal, cloud sync, a square icon, a magnifying glass, and a gear icon (settings). A hand is shown tapping the gear icon.

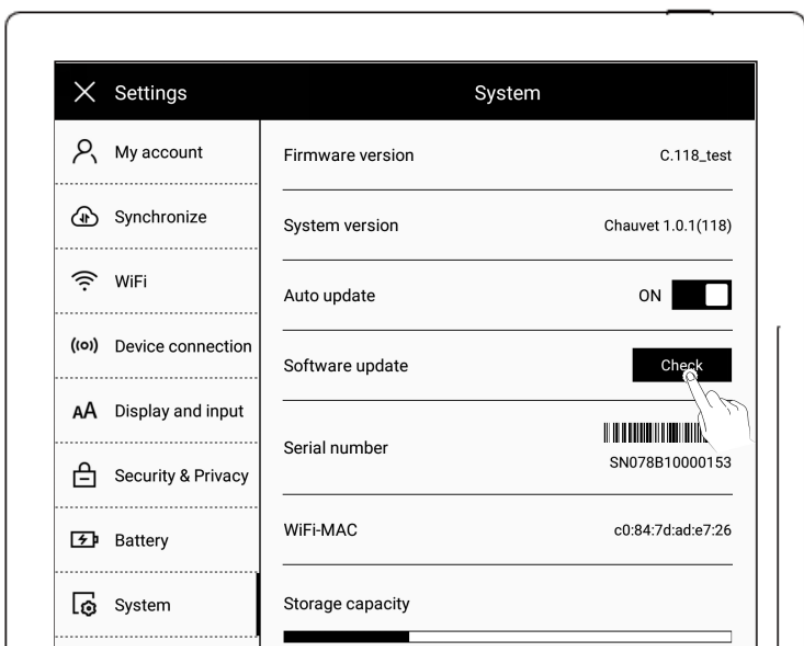
➤ Reboot

- 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**”

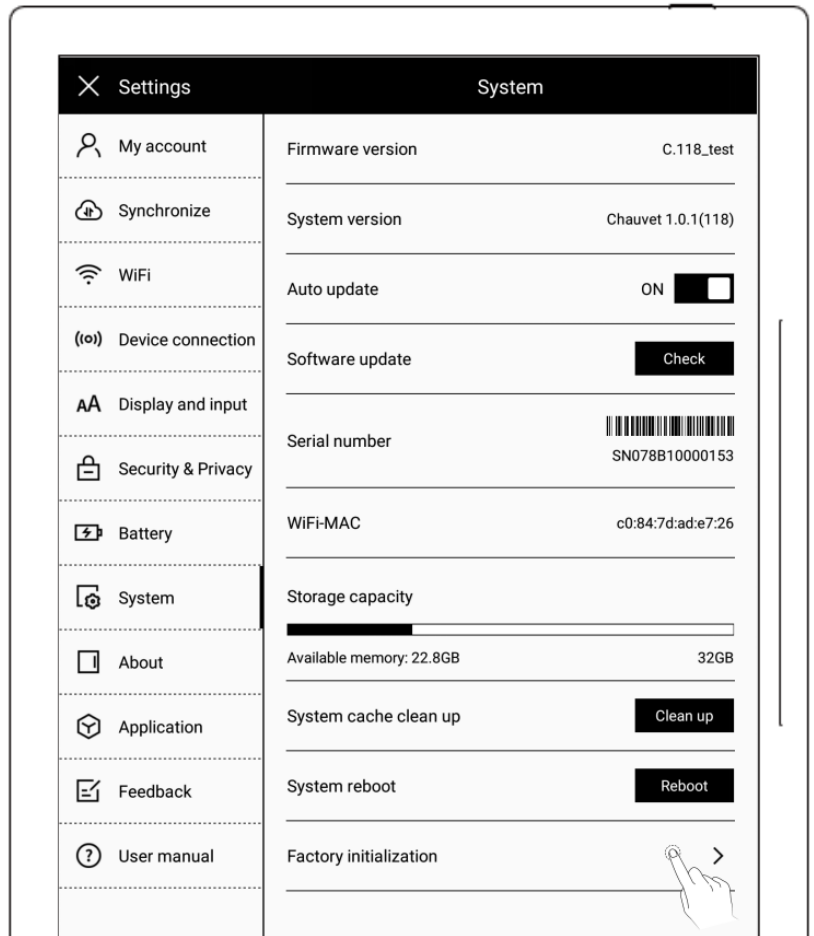


***Note: Please back up your files before updating to avoid losing data by accident.**

9.5 Reset

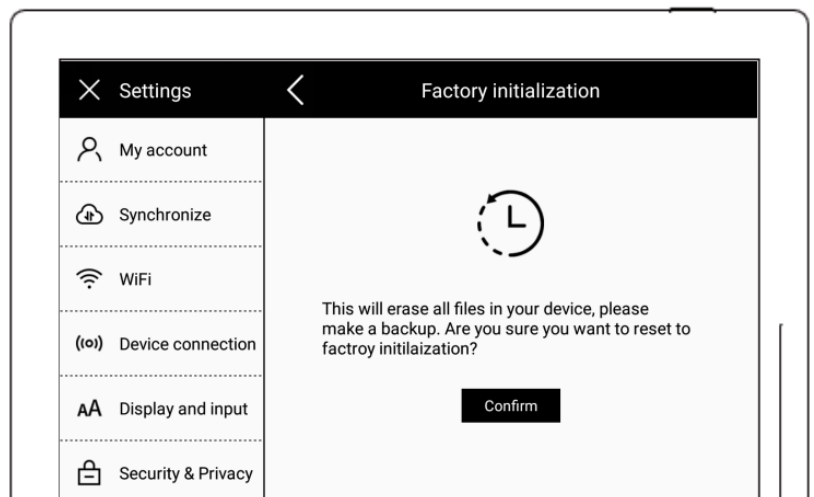
1、 Activate the top status bar

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



2、 Factory initialization

- Tap **“Confirm”**

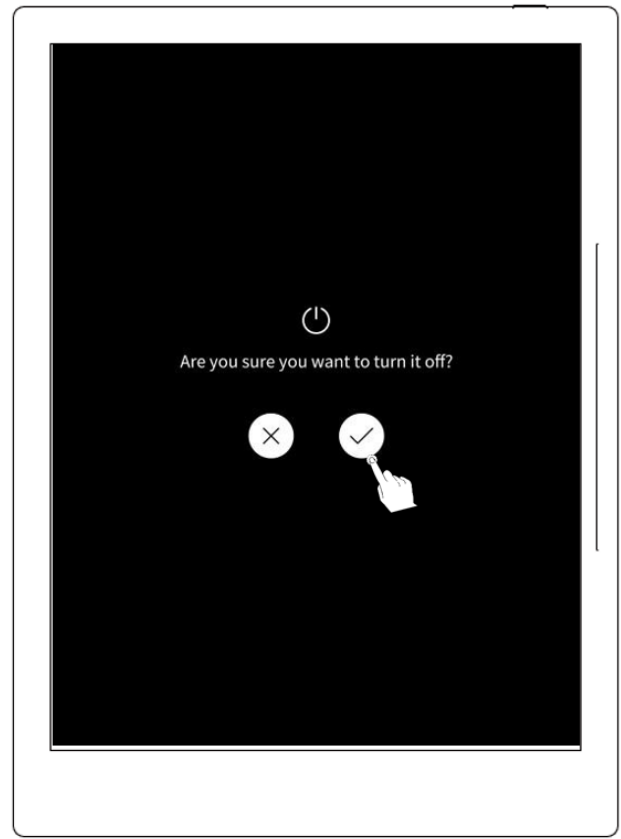


***Note: Please back up your files before reset for Reset will erase all data and account information you have added in the device.**

9.6 Power off/Shutdown

1、 Graceful shutdown

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



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

2、 Forced shutdown

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

Chapter 10 Privacy and security

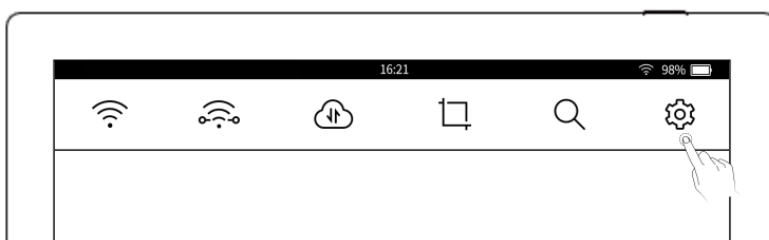
10.1 Privacy

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

10.1.1 User Experience Project ON/ Off

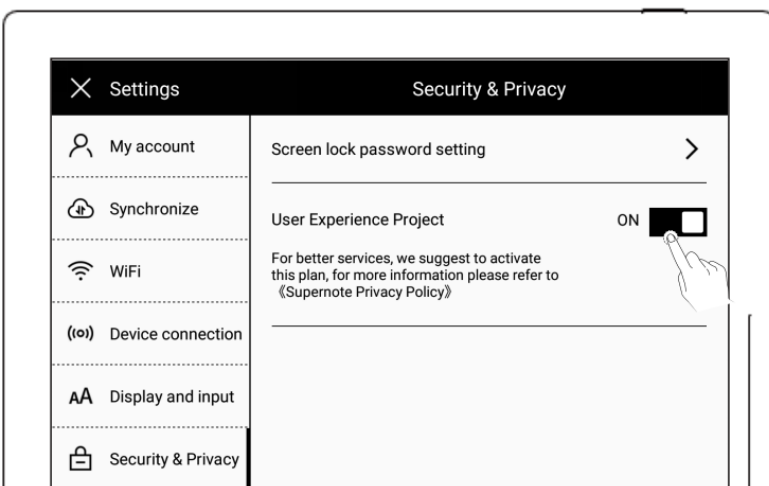
1、 Activate the top status bar

- Tap the settings icon “⚙️”
- Tap “**Security & Privacy**”



2、 You can view 《Supernote Privacy Policy》 on “**Security & Privacy**” page

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



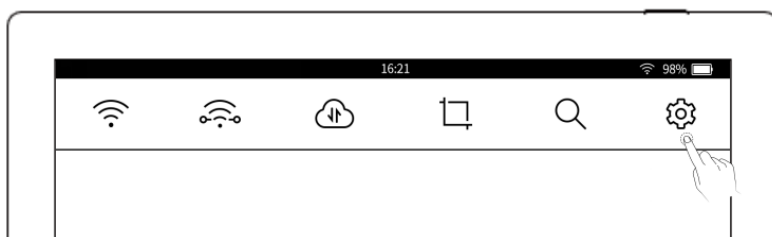
10.2 Security

For security concern, we strongly recommend you to set password to protect your data.

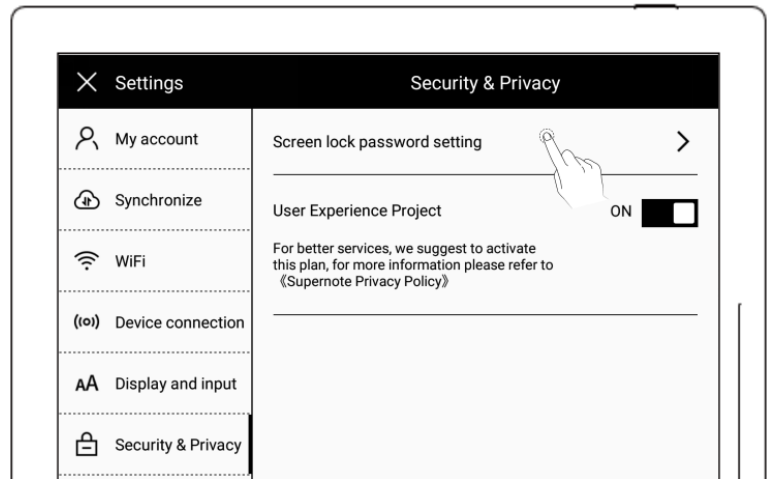
10.2.1 Screen-lock password

1、 Activate the top status bar

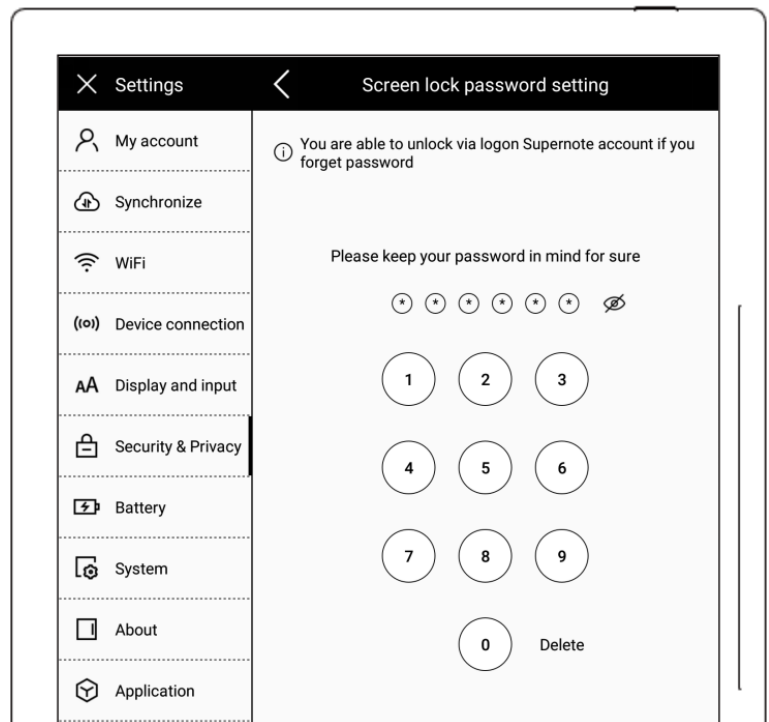
- Tap the settings icon “⚙️”
- Tap “**Security & Privacy**”



- 2、 Tap “Screen lock password setting” on System page



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



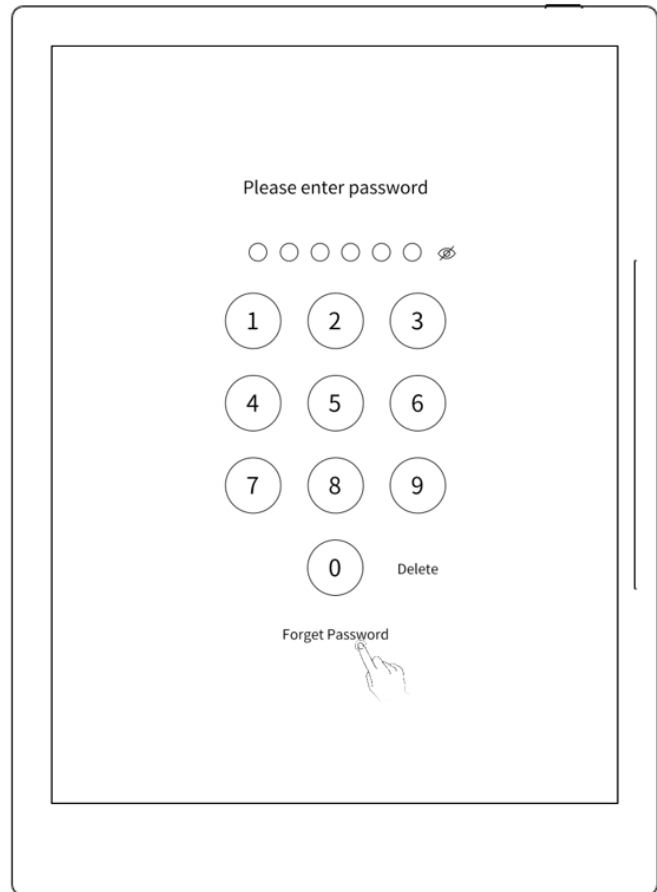
- 4、 After setting the password, you need to enter it to unlock when wake-up

***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](#))

10.2.2 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”**

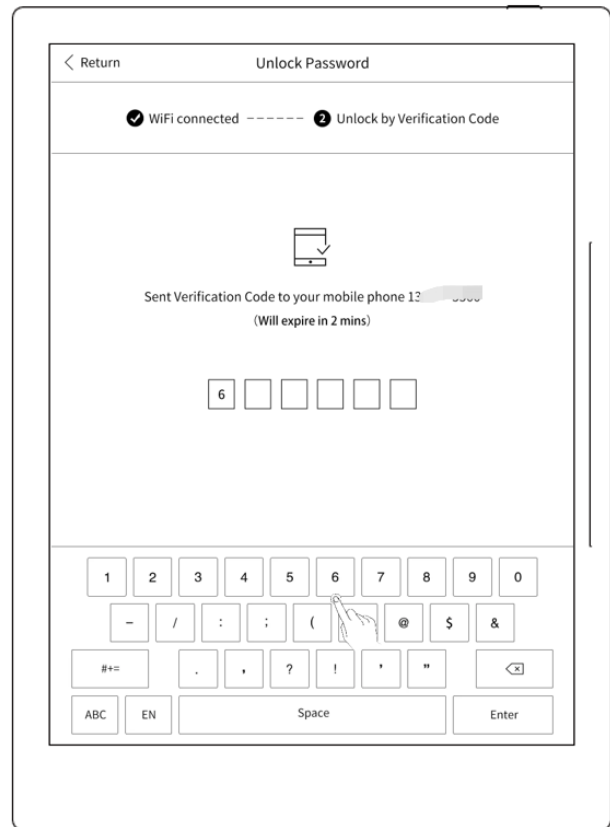


- 2、 The device will try to connect to Wi-Fi



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



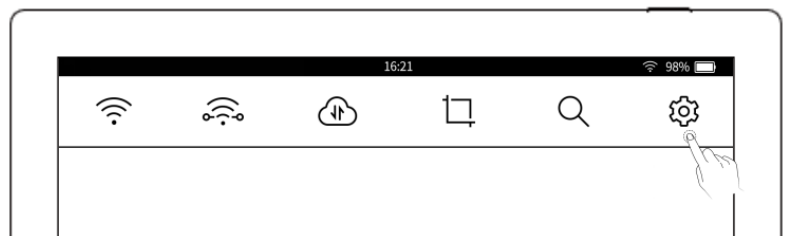
4、 After successful unlock, it will jump to setting screen-lock password page, where you can reset the password

***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.**

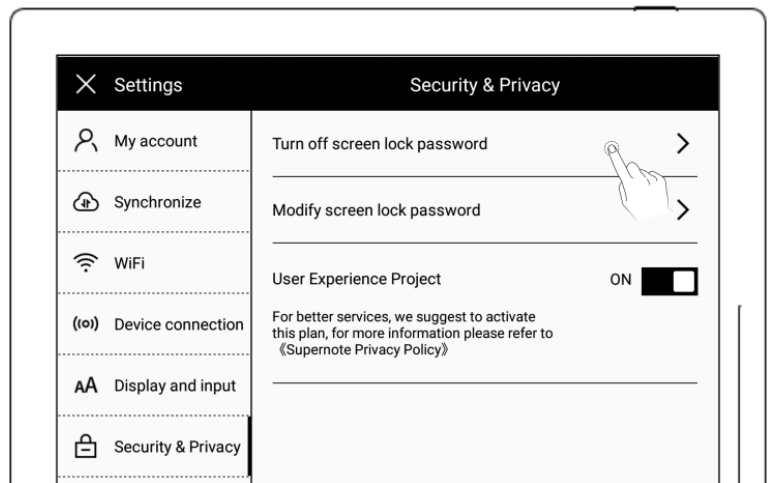
10.2.3 Disable screen-lock password

1、 Activate the top status bar

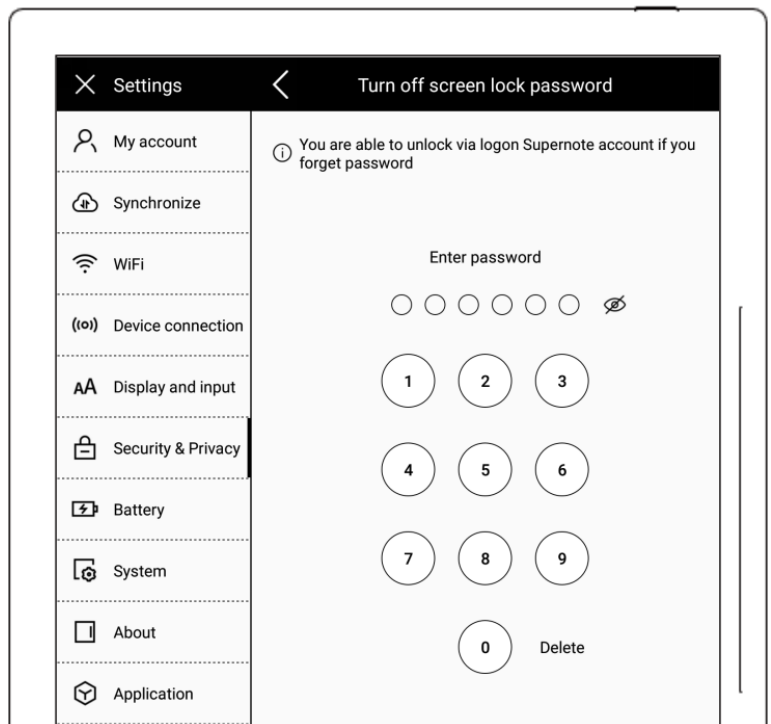
- Tap the **settings** icon “⚙️”
- Tap “**Security & Privacy**”



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



- 3、 Type correct 6-digit password to disable screen-lock password



Chapter 11 Cloud & Partner APP

11.1 Supernote Cloud

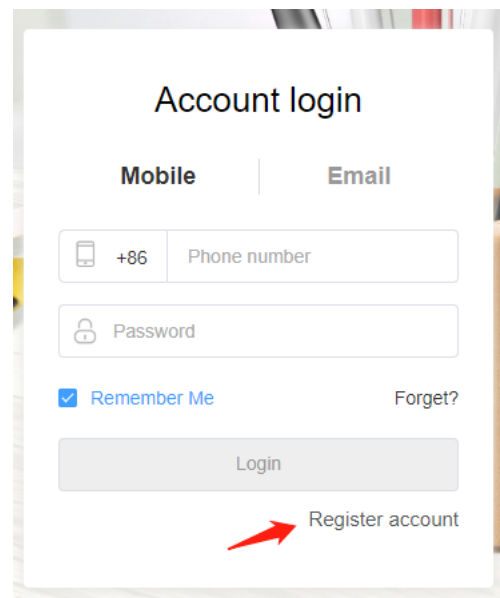
Supernote cloud is bound to your Supernote device with sole account. If you have registered the cloud service but not login on Supernote device, your cloud service is still not activated.

11.1.1 Register and login

- 1、 Open the following web page from PC:

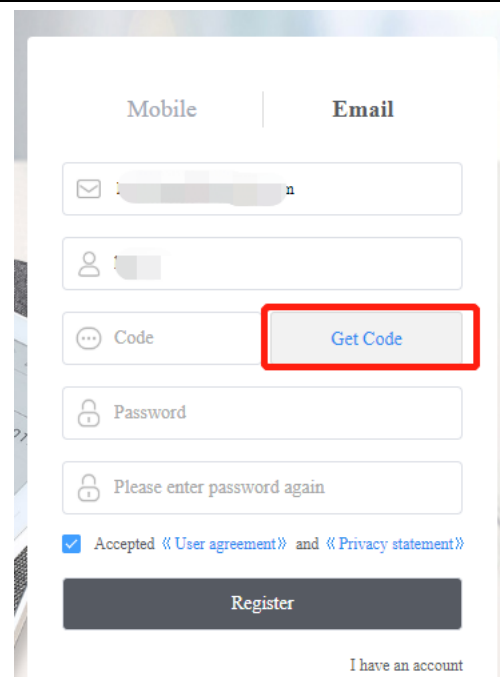
<https://cloud.supernote.com>

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

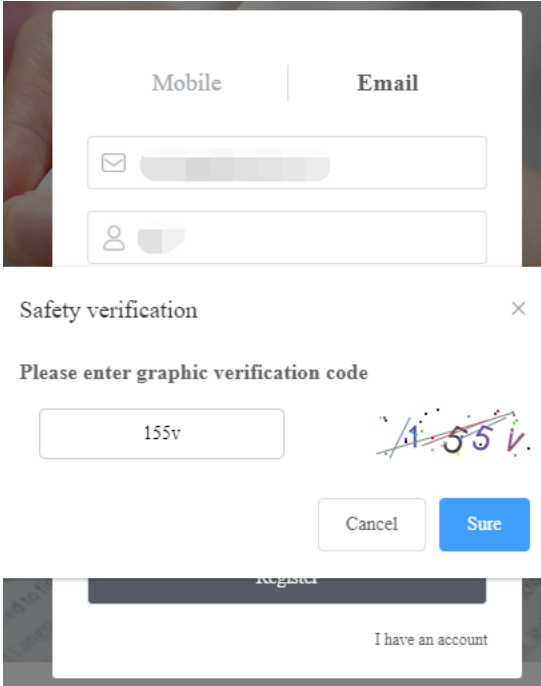


- 2、 Email and mobile phone number are available for registration

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

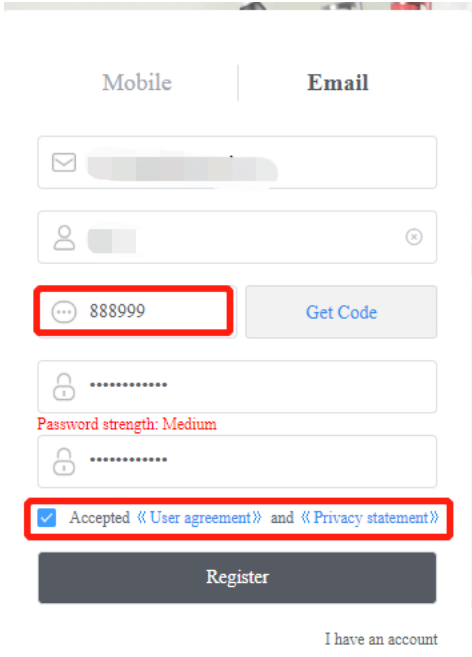


- 3、 Enter the graphic verification code and click “Sure”

A screenshot of a mobile application's safety verification screen. At the top, there are two tabs: 'Mobile' and 'Email'. Below the tabs are two input fields: one with an envelope icon and another with a person icon. A 'Safety verification' dialog box is overlaid on the screen. It has a title bar with a close button (X). The text inside says 'Please enter graphic verification code'. Below this is an input field containing '155v' and a graphic verification image showing the numbers '4', '5', and 'v' with colorful dots. At the bottom of the dialog are 'Cancel' and 'Sure' buttons. Below the dialog, a portion of the registration page is visible, showing a 'register' button and a link 'I have an account'.

- 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”

A screenshot of a mobile application's registration page. It has two tabs: 'Mobile' and 'Email'. Below the tabs are two input fields: one with an envelope icon and another with a person icon. Below these is a verification code input field containing '888999', which is highlighted with a red box. To the right of this field is a 'Get Code' button. Below the code field are two password input fields, each with a lock icon. Between the password fields, it says 'Password strength: Medium'. Below the passwords is a checkbox labeled 'Accepted « User agreement » and « Privacy statement »', which is checked and highlighted with a red box. At the bottom is a large 'Register' button. Below the button is a link 'I have an account'.

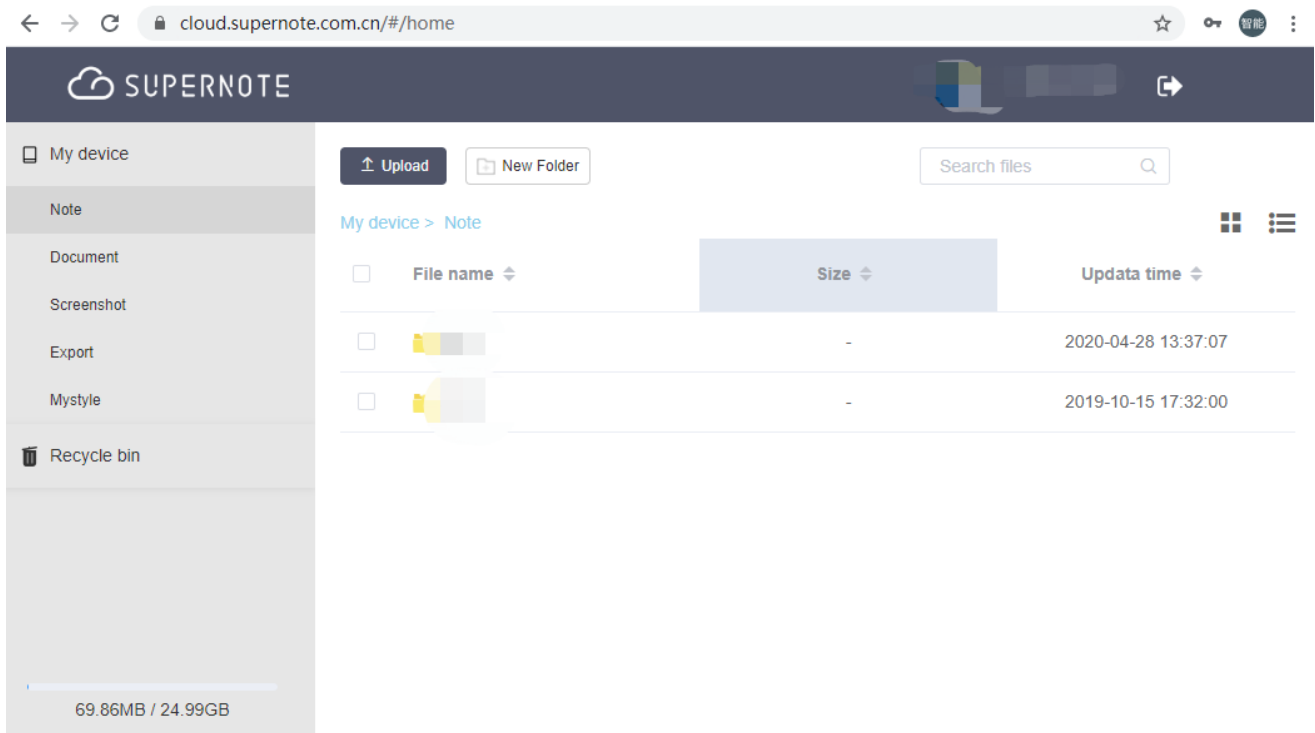
*Note: When registration from PC completes, you have to login from the Supernote device to activate your cloud service.

11.1.2 Cloud service

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 synchronization



11.2 Supernote Partner App

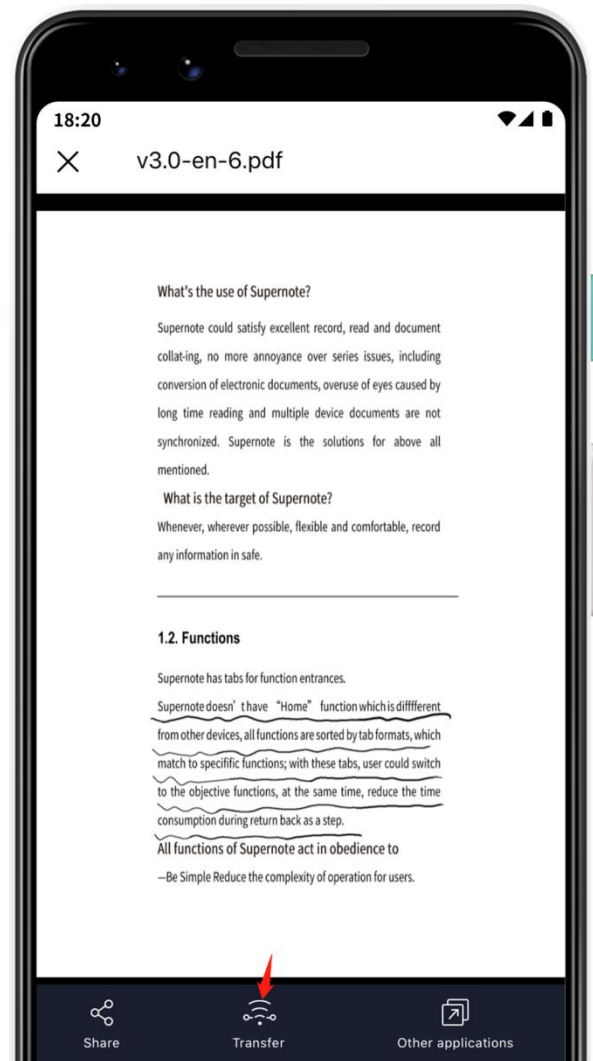
Supernote Partner is a partner application for Supernote devices. You can view the notes you write on your device, organize your documents, share and export your notes.

11.2.1 LAN transfer function

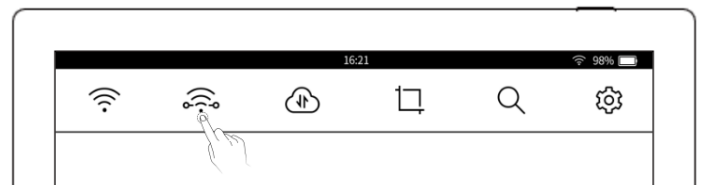
Direct transfer function of Supernote Partner App does not require registration. Files can be transferred between Supernote Partner App and your Supernote device which are connect to the same LAN.

- 1、 When receiving documents (PDF), you should choose “Open in the other App” and select “Supernote Partner”.

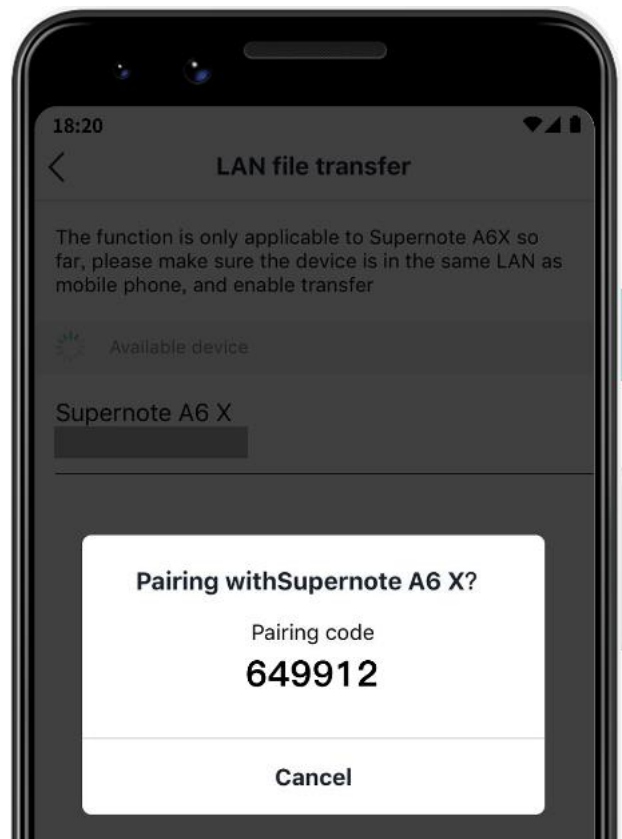
- 2、 The page jumps to the document which was opened in “Supernote Partner” and tap “Direct transfer” in the bottom.



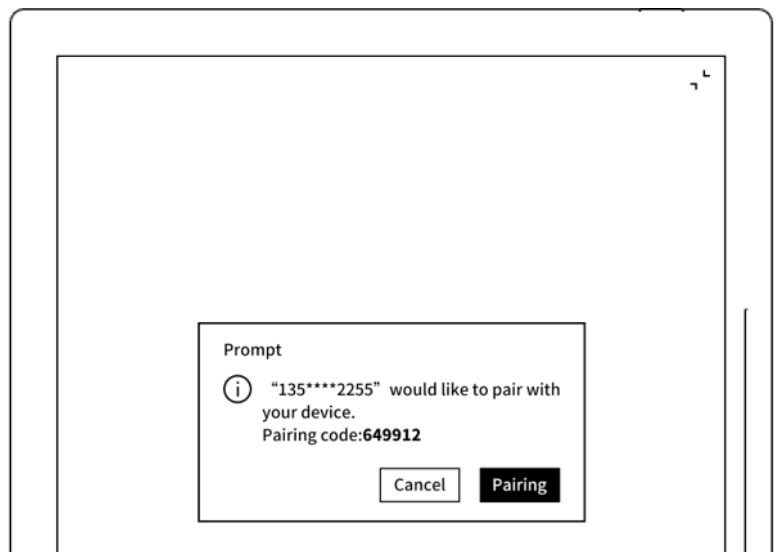
- 3、 Select the "direct transmission" function for the first time, the page will enter device search/pairing status, please make sure that the device and mobile phone APP are in the same LAN, and the direct transmission function of the device is turned on



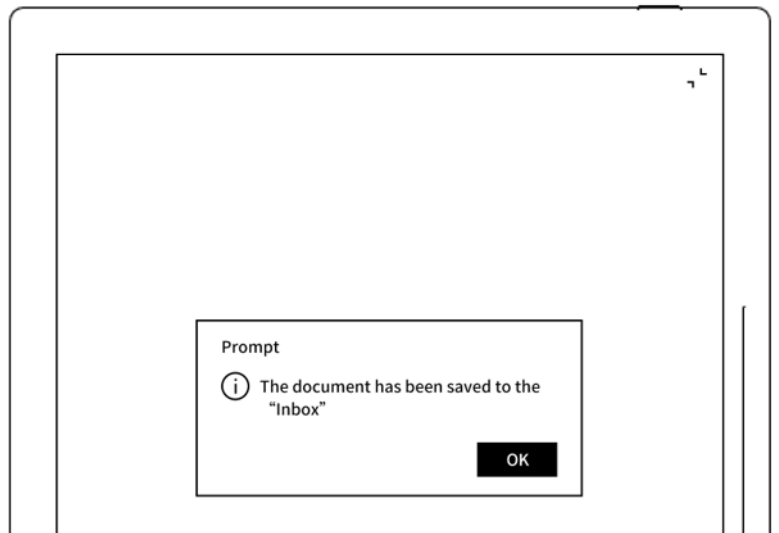
- 4、 Tap the name of your Supernote device in the list of searched devices and then a prompt will appear to provide a pairing code.




- 5、 Please check the pairing code showed in your Supernote device and tap “Pairing” if it is identical to that displayed in Supernote Partner App.
- As soon as your Supernote Partner App and Supernote device are successfully paired, the App will start to transfer.

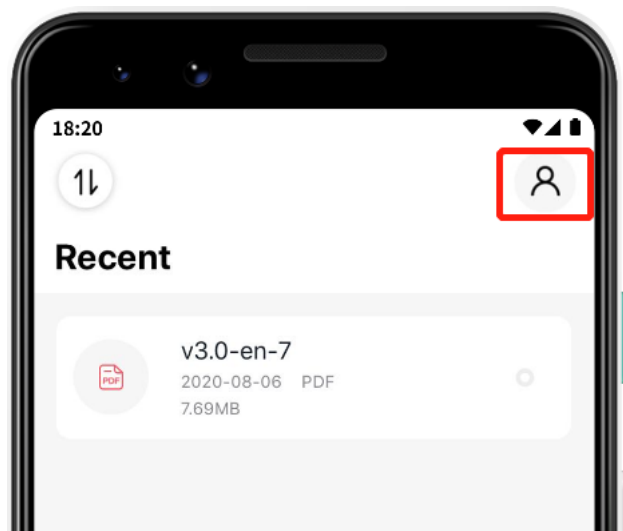


- 6、 After the transfer is finished, you can find the document in the “Inbox” of Supernote device.



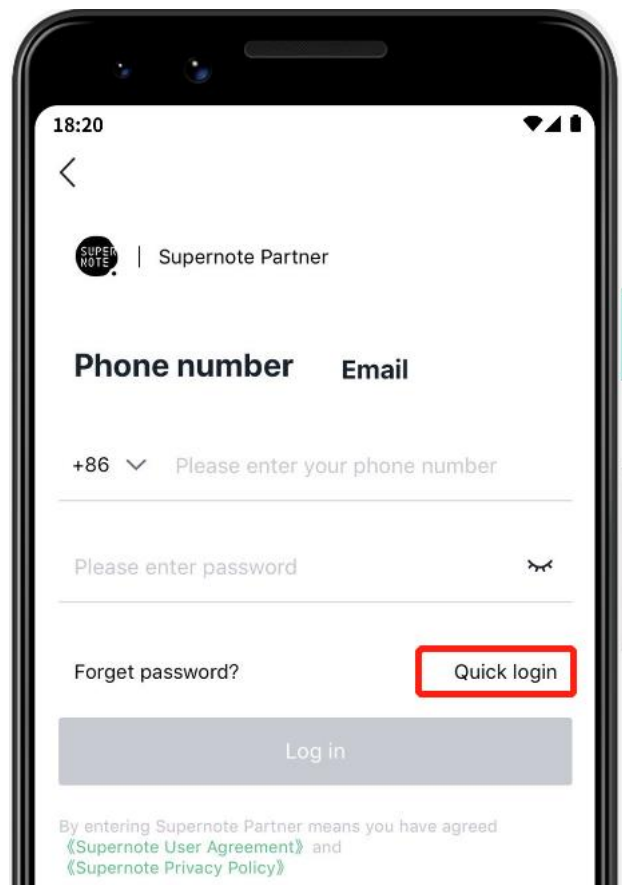
11.2.2 Quick login on Mobile APP

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



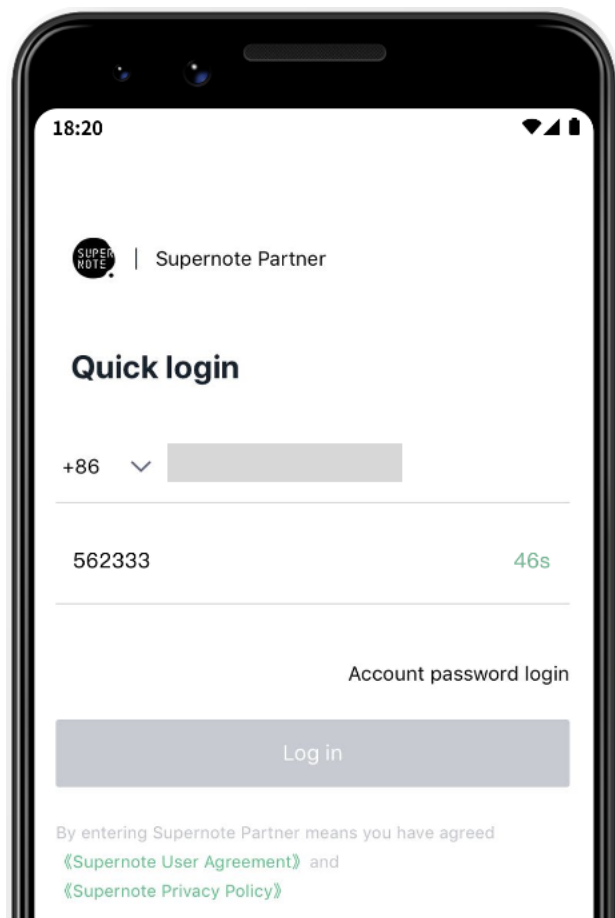
2、 Tap the avata to enter the login page

- Tap “Quick login”



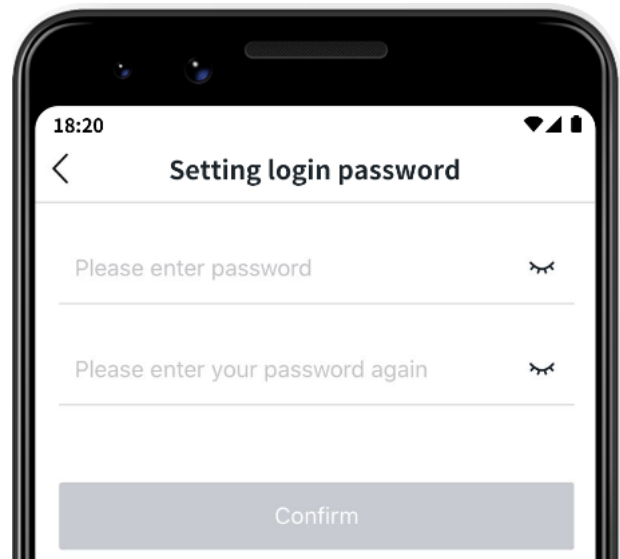
3、 Enter your mobile phone number

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



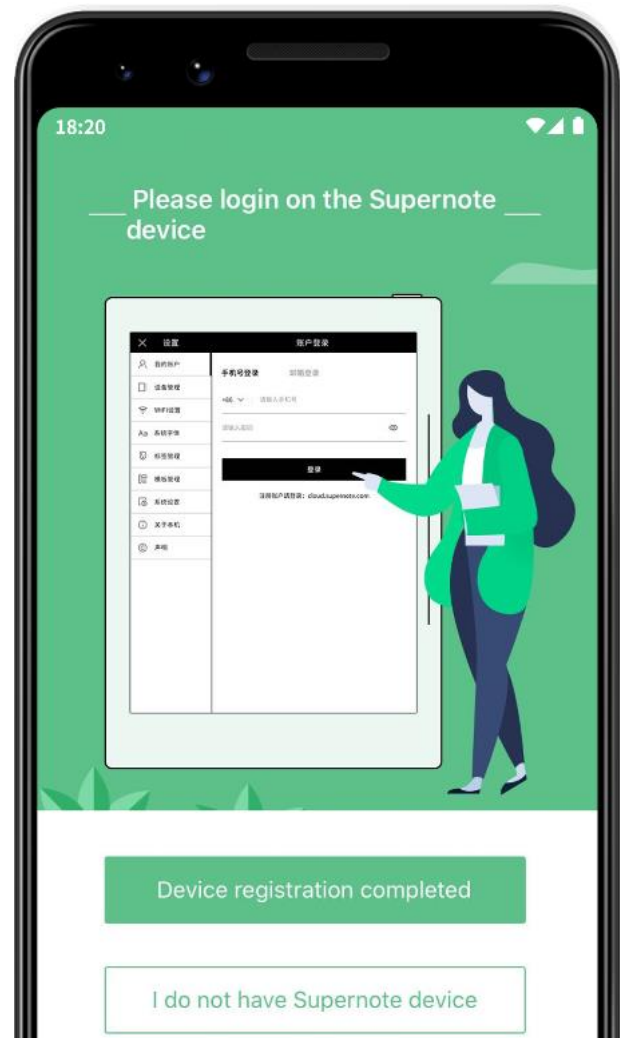
4、 Set up password (if the account has registered already, this step will be skipped and login directly)

- 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.

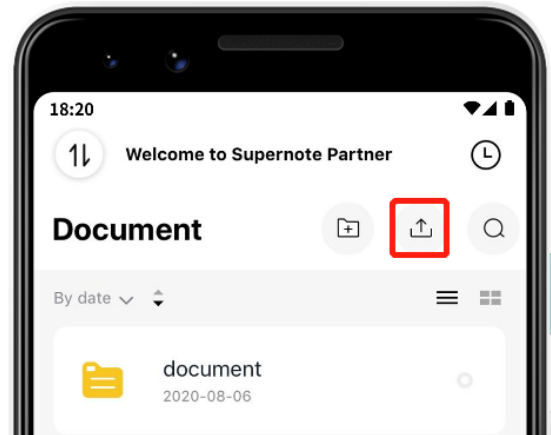
11.2.3 APP main functions

Open the Supernote Partner APP and login.

➤ Upload file

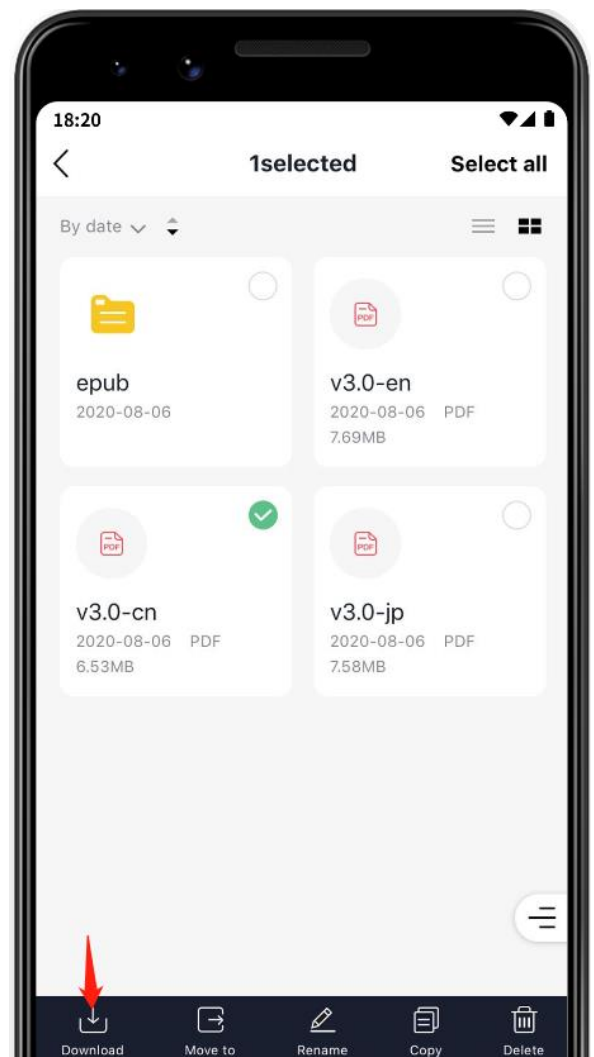
Documents in the mobile phone can be upload to Supernote Cloud and then synchronized to Supernote device.

- 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.

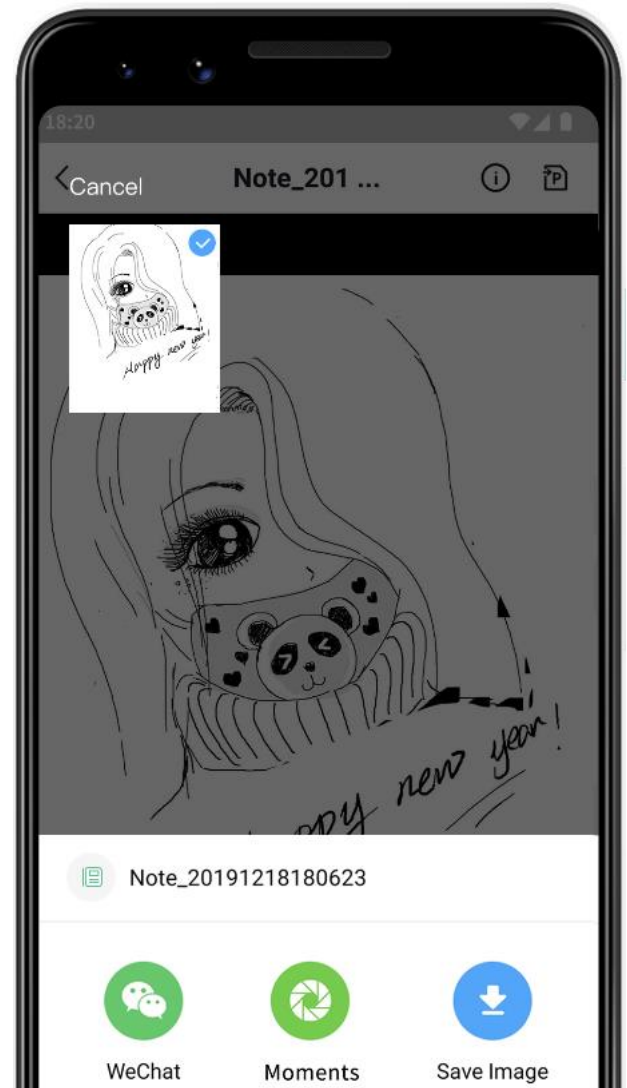


- View and share note

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.

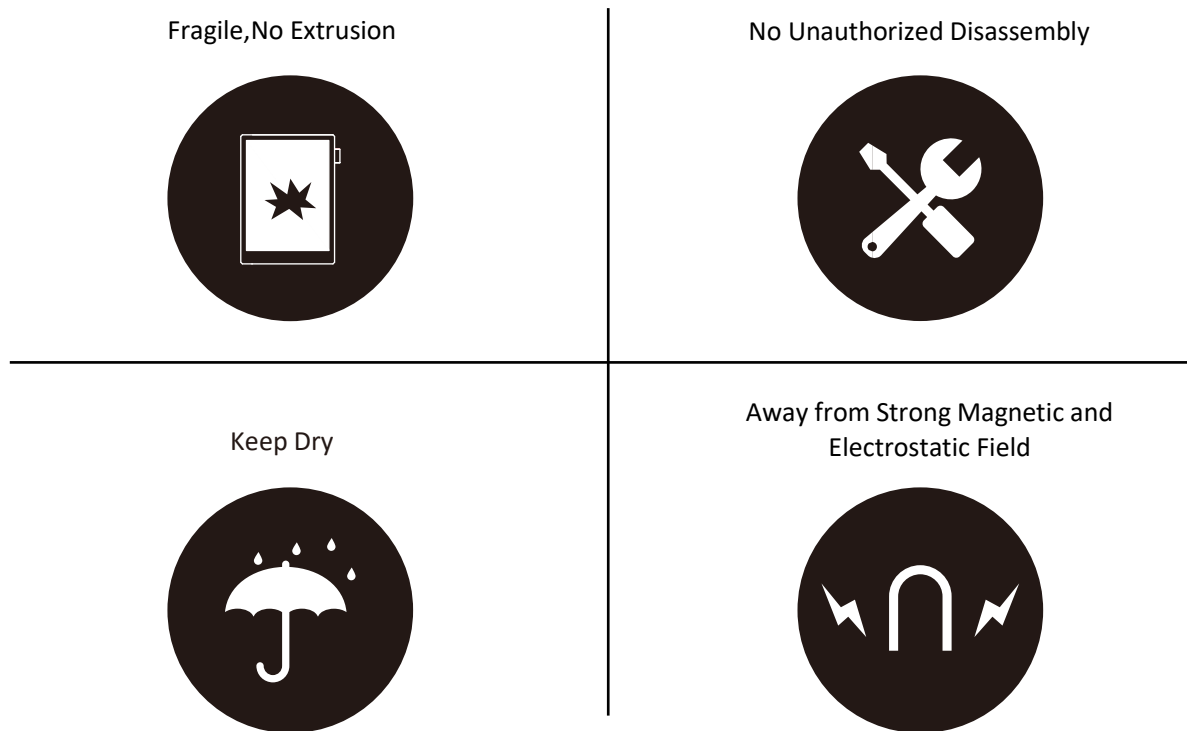
- Tap “” under the file to share the currently viewed note format

(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 12 Safety



- Supernote Pen is only used for Supernote device with FeelWrite film
Please do not use on other devices to avoid scratch or damage
- 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, warranty only provided by professionals
- Please keep away from severe environments, such like high/low temperatures, dry, humidify, smoke and dust
- Do not disassemble, crash, and squeeze Lithium-Ion battery keep away from fire and heat
- The device is not waterproof, please avoid water and other liquids
- The Company shall not be liable for damage or deletion of in-flight data due to personal abnormal operation or other unexpected circumstances, neither any indirect loss

Chapter 13 FAQ and Troubleshooting

Q: How to set custom templates?

A:

➤ Requirements:

1. Paper size: 1404px*1872px
2. Image format: PNG only
3. Image name should not contain special characters (e.g. \ / : * ? " < > | .)

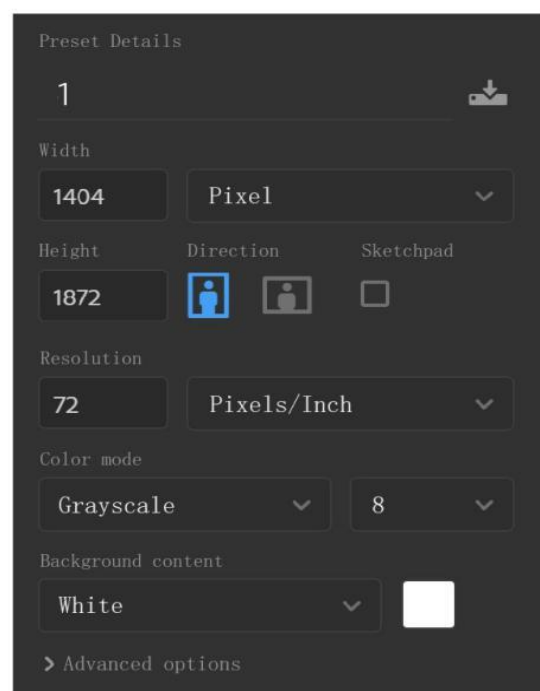
Note: In order to show better effect, we suggest not to apply large grey area in this image, no optionally change of image or rename of file.

4. Copy and paste the saved image to /MyStyle directory of Supernote disk. The custom templates are to be found from the templates 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 template according to personal preferences

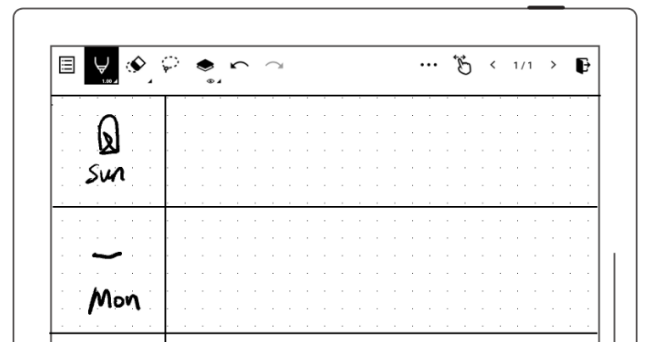
3、 Click“File”->“Save” to save the file in PNG format to relevant folder



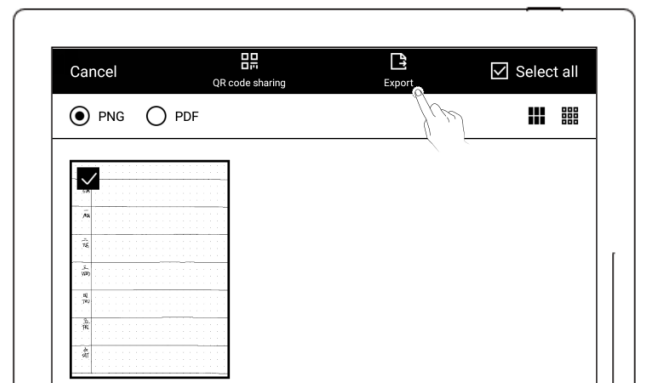
4、 Copy and paste the saved image to “MyStyle” directory of U disk. The custom templates are to be found from the templates list of Supernote

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

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 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



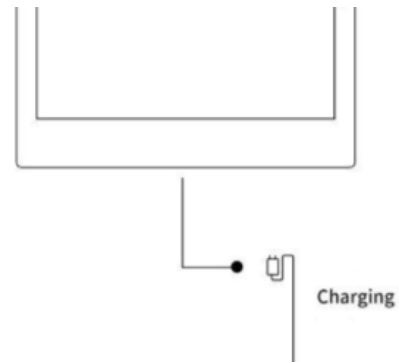
* Stay tuned for the continuous update of the APP.

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

If the display freezes or not respond to touch or stuck when the device is on, please try following methods:

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

- Connect the device to USB charger to charge



-
- Waiting for few minutes, you should be able to see Supernote logo on screen or boot progress bar of startup, and you can see the LED flash 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 may try other USB Type-C cables or different power charger.**

➤ If the screen freezes or does not respond to touch

- Please try forced reboot. Long-press the power button over 8 seconds, then release, then press 8 seconds again until the SUPERNOTE logo appears
-

***Note: Forced rebooting the device will not erase the data you saved.**

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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“Supernote” is a registered trademark of Japan and Hong Kong.

“超级笔记”、“超级笔记 Supernote” is a registered trademark of People’s Republic of China.

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.