Kindle: User Manual

A user manual for the 4th Generation 6” E Ink Display Kindle
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Introduction

The Kindle: User Manual is an introductory guide designed to show you how to do common tasks required to successfully operate your new 4th Generation 6” E Ink Display Kindle e-reader. This guide is for new users who need to set up their Kindle and learn the basic functions required to navigate the device and download books. Users who have a basic understanding of how the Kindle works, but who are interested in learning advanced functions or troubleshooting techniques, will also find this guide useful.

Before you can begin using your new Kindle e-reader you will need to: 1) connect your Kindle to a wireless network, 2) set up an Amazon account, and 3) connect your Kindle to your Amazon account. Once you have completed these basic steps you can download books and learn how to manage your Kindle. This user guide is organized into the following sections to help you achieve these goals:

- Kindle Overview
- Basic User Functions
- Advanced User Functions

Getting started

Before starting you will need the following:

- access to a wireless internet network
- your wireless network name and password
- a credit card number to set up an amazon account to purchase books

Finding additional help

- For additional help or to contact customer support: www.kindle.com/support

Additional resources

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<td>Provide solutions to technical difficulties</td>
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<td>Frequently Asked Questions</td>
<td>Provide answers to common user questions</td>
</tr>
<tr>
<td>Glossary</td>
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Symbols used in this guide:

- This is a tip symbol that notifies you of additional information or important details that you may want to consider.

- This is a note symbol that provides additional information about performing the procedure.

- This is a caution symbol that notifies you of special considerations.

Words that have been **bolded** indicate a menu or setting item on the Kindle.

Words that have been **bolded and italicized** indicate that this is the button on the Kindle that the procedure is instructing you to press.
The Kindle e-reader is a device that allows users to shop for, download, and read digital media such as:

- e-books
- newspapers
- magazines
- blogs

Digital media is downloaded directly onto the Kindle via wireless networking and displays information on the anti-glare screen using the latest e-ink technology—E Ink Pearl. The E Ink Pearl displays clear, non-backlit text and produces an effect that is very similar to reading on paper. Before using your Kindle, view the diagram on the next page to familiarize yourself with the buttons on the device.
## The buttons on your Kindle

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<th>Button</th>
<th>Description</th>
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| A       | 🔄     | Previous Page  
Displays the previous page viewed |
| B       | ⏯️     | Next Page    
Displays the next page |
| C       | ◀️     | Back         
Displays the previous screen viewed |
| D       | 📖     | Keyboard  
Displays an onscreen keyboard used for entering text |
| E       | 🕒     | 5-Way Controller  
Used for navigating through the options and keyboard as well as for scrolling through text in books, for highlighting, and for searching |
| F       | ✅     | Select  
Used to select highlighted options and menu items |
| G       | 📚     | Menu  
Displays menu options relevant to the screen that you are viewing |
| H       | 🏡     | Home  
Displays the home screen where all your downloaded content is located |
Basic User Functions

Books, newspapers, and other downloadable content are purchased on the Amazon website through your Amazon account. Once purchased, your content is downloaded directly onto your Kindle by connecting to your wireless internet network. Because your Kindle is registered to your Amazon account, there is no need to plug your Kindle into a computer to download new purchases. This section covers the following basic user functions that will assist you in setting up your Kindle:

- Managing your Wi-Fi connection
- Downloading books onto your Kindle

Managing your Wi-Fi connection

You will need to connect your Kindle to your wireless internet network before you are able to download books and other content; to do this you will need your network name and password. Once an internet connection has been established you will have the option to turn the wireless network on or off without having to re-enter your network information. Turn the wireless off when you are not downloading content because it helps to conserve your Kindle’s battery life.

To set up a Wi-Fi connection

1. From the home screen, press **Menu**.
2. Using the 5-Way Controller, scroll down the list until a bold line appears beneath **Settings** and press **Select** (see figure 1). The Settings dialogue box will appear.

![Figure 1: Settings](image-url)
3. Scroll down the settings until a bold line appears beneath view located to the right of Wi-Fi Networks and press Select (see figure 2). A list of available wireless networks appears.

![Wi-Fi Networks](image)

**Figure 2: Wi-Fi Networks**

Note: You may get a message that asks you if you want to turn wireless on. Highlight ok and press Select.

4. Scroll down the list of available wireless networks until a bold line appears beneath connect located to the right of your wireless network name and press Select.

Tip: If your wireless network does not appear in the list of available networks highlight rescan and press the Select button.

5. You will be prompted to enter in the password for your network. Press the Keyboard button and scroll through the keyboard using the 5-Way Controller. To select a number or letter, press Select (see figure 3).

6. When you have finished entering your password scroll to Done located at the bottom of the keypad and press Select (see figure 3).

7. Use the 5-Way Controller to highlight Submit and press Select to complete set up (see figure 3).

![Password/Keyboard](image)

**Figure 3: Password/Keyboard**
To remove a Wi-Fi connection

1. From the home screen, press **Menu**.
2. Using the 5-Way Controller, scroll down the list until a bold line appears beneath **Settings** and press **Select** (see figure 4).
   A list of settings options appears.

![Figure 4: Settings](image)

3. Scroll down the settings until a bold line appears beneath **view** located to the right of **Wi-Fi Networks** and press **Select** (see figure 5).
   A list of available wireless networks appears.

![Figure 5: Wi-Fi Networks](image)
4. The name of the wireless network that your Kindle is connected to will appear in the list with **forget** located to the right of it. Scroll down the list until a bold line appears beneath **forget** and press **Select** (see figure 6). The word **connect** now appears beside the network that you just removed from your Kindle.

![Figure 6: Forget a network](image)

**To turn Wi-Fi off and on**

**Off**

1. From the home screen, press **Menu**.
2. Using the 5-Way Controller, scroll up the list until a bold line appears beneath **Turn Wireless Off** (see figure 7).

![Figure 7: Turn wireless off](image)

3. Press **Select**.

**On**

1. From the home screen, press **Menu**.
2. Using the 5-Way controller, scroll up the list until a bold line appears beneath **Turn Wireless On** (see figure 8).

![Figure 8: Turn wireless on](image)

3. Press **Select**.
Tip: If you see Wi-Fi beside your battery status your Wi-Fi is turned on. If there are no icons located beside your battery status your Wi-Fi is turned off.

Downloading books onto your Kindle

You must have an Amazon account to purchase content such as books, newspapers, magazines, etc. To download content onto your Kindle, you will need to register your Kindle to your Amazon account.

To set up your Amazon account

1. Open your web browser.
2. Go to the Amazon homepage:
   www.amazon.ca
3. At the top, left corner of the home page, click Start here (see figure 9).

   Figure 9: Amazon homepage

4. In the My e-mail address is: field, type in your email address (see figure 10).
5. Beneath the Do you have an Amazon.ca password? heading select No, I am a new customer (see figure 10).
6. Click the Sign in using our secure server button (see figure 10).

   Figure 10: Creating a new Amazon account
7. Type the following information into the required fields (see figure 11):

   **Name:** type in your full name  
   **My e-mail address is:** type in your email address  
   **Type it again:** retype your email address  
   **Enter a new password:** type in a password of your choice  
   **Type it again:** retype your password

8. Click the **Create account** button (see figure 11).

![Figure 11: Creating a new Amazon account](image)

9. From the homepage of your account, beside **Payment**, click the **Add a Credit or Debit Card** link.

10. Enter in the required payment information to so that you can purchase online content.

To register your Kindle to your Amazon account

1. From the Kindle home screen, press **Menu**.
2. Using the 5-Way Controller, scroll down the list until a bold line appears beneath **Settings** and press **Select**.
3. Scroll through the settings options until a bold line appears beneath **register** and press **Select** (see figure 12).

![Figure 12: Settings screen](image)
4. Ensure a bold line is located beneath **If you already have an Amazon account** and press *Select* (see figure 13).

![Figure 13: Registering your Kindle](image)

5. Press the *Keyboard* button and, using the 5-Way Controller, enter in the email address that is linked to your Amazon account (see figure 14).

6. Scroll to **Done** and press *Select* (see figure 14).

7. Using the 5-Way Controller, scroll the cursor to the *Password* field and press the *Keyboard* button.

8. Using the 5-Way Controller enter in your Amazon account password (see figure 14).

9. Scroll to **Done** and press *Select*.

10. Use the 5-Way Controller to highlight *submit* and press *Select*.

![Figure 14: Entering Amazon account information](image)
To purchase books online from Amazon

1. Open your web browser.
2. Go to the Amazon homepage:
   www.amazon.com

Note: Kindle books are only available at www.amazon.com; you are not able to purchase books from the Canadian website (www.amazon.ca) for your Kindle. Your account information will be accepted on this site.

3. At the top left corner of the homepage, hover your cursor over Your Account and click on Sign in (see figure 15).

![Figure 15: Amazon.com sign in](image)

4. Type the following information into the required fields (see figure 16):
   - **My e-mail address is:** type in the email address you used to set up your Kindle account
   - **Yes, I have a password:** type in your account password

5. Click **Sign in using our secure server** (see figure 16).

![Figure 16: Amazon.com Sign In page](image)
6. In the search bar located at the top of the website, type in the name of a book that you would like to purchase.

7. Under the **Formats** heading select **Kindle Edition**.

8. Ensure that the **Deliver to** pull down menu has your Kindle name beneath it and click **Buy now with 1-click**.

You new book will be wirelessly downloaded onto your Kindle.
Advanced User Functions

After you connect your Kindle to a wireless internet network and begin downloading books you are ready to start reading. Your Kindle is capable of many advanced user functions that will help you to quickly and easily navigate and manage your downloaded content. This section includes the following parts designed to help you use the advanced user functions:

- Managing content on your Kindle
- Advanced features

Managing content on your Kindle

Your Kindle has several functions that will assist you in effectively managing content once you have a library of books established.

To search for an item

1. From the home screen, press the *Keyboard* button.
2. Using the 5-Way Controller, enter in an author’s name, a book title, or a key word (see figure 17).
3. Scroll to Done and press Select.
4. Using the 5-Way controller, highlight search my items (see figure 17).

![Figure 17: Searching for an item on the home screen](image.png)
5. Press **Select**.

   In order of relevance, a list of search results appears (see figure 18).

![Search Results: All 3 Items](image)

<table>
<thead>
<tr>
<th></th>
<th>By Relevance</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>The Hunger Games</td>
</tr>
<tr>
<td>6</td>
<td>The Tibetan Book of Living</td>
</tr>
<tr>
<td>1</td>
<td>One Day (Vintage Contemporaries)</td>
</tr>
</tbody>
</table>

**Figure 18: Search Results**

**To read Kindle books**

1. From the home screen, use the 5-Way Controller to scroll through the list of book titles that have been downloaded onto your Kindle.
2. When you locate the book you want to read, press **Select**.
3. Navigate through the document using **Next Page** and **Previous Page**.

![Tip: If you lose your place in a book you can jump to specific chapters by pressing Menu, selecting Go to..., highlighting and selecting table of contents, and then using the 5-Way controller to scroll through the chapters.](image)

**To delete content**

1. From the home screen, use the 5-Way Controller to navigate through the list of downloaded items on your Kindle until a bold line appears beneath the item you want to delete.
2. Press the left arrow on the 5-Way Controller.

![Note: the name of the item that you are deleting will appear at the top of the screen.](image)
3. Using the 5-Way Controller, scroll through the list of items until a bold line appears beneath **Remove from Device** (see figure 19).

![The New Oxford American Dictionary](image)

**Figure 19: Deleting content**

4. Press *Select* to delete the content.

⚠️ **Caution:** Ensure that the item name located at the top of the screen is the item you want to delete. The item is deleted as soon as *Select* is pressed; you will not receive a warning or confirmation message first.

---

**Advanced features**

Your Kindle offers several advanced features to help you get the most out of your reading experience.

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**To jump to a specific page**

2. Using the 5-Way controller, scroll through the list until a bold line appears beneath **Go to...** and press *Select.*
3. Press *Keyboard.*
4. Using the 5-Way Controller, enter in a page number and press the Keyboard button (see figure 20).

5. Using the 5-Way Controller, highlight page and press Select (see figure 20).

Figure 20: Jumping to a specific page

To find your page number

1. With a book open on your Kindle, press Menu. The page number will appear above the status bar located at the bottom of the screen (see figure 21).

2. To remove the options list and return to your book, press Menu.

Figure 21: Page number

To highlight text

1. With a book open on your Kindle, use the 5-Way Controller to move the cursor to the first word of the text that you would like to highlight.

2. Press Select.
3. Using the 5-Way Controller, highlight **start highlight** and press **Select** (see figure 22).

![Figure 22: Start highlight](image)

4. Using the 5-Way Controller, scroll the cursor to the end of the text that you want to highlight (see figure 23).

5. Press **Select**.

6. Highlight **end highlight** and press **Select** (see figure 23).

![Figure 23: End highlight](image)

Note: Text that you highlight is automatically put into a folder on your home screen called **My Clippings**.
Summary

In addition to learning how to use your Kindle hardware, this guide taught you how to:

- manage your Wi-Fi connection
- download books onto your Kindle
- manage content on your Kindle
- use advanced user functions

For more information go to the Amazon Kindle Support homepage: [http://www.amazon.com/gp/help/customer/display.html/ref=hp_left_cn?ie=UTF8&nodeId=200212360](http://www.amazon.com/gp/help/customer/display.html/ref=hp_left_cn?ie=UTF8&nodeId=200212360)
## Troubleshooting

### Device issues

<table>
<thead>
<tr>
<th>Problem</th>
<th>Possible Cause</th>
<th>Solution</th>
</tr>
</thead>
</table>
| Your Kindle battery is not holding a charge | - Your Kindle may be receiving a weak wireless signal that is causing the device to continuously try to connect  
- A large number of files may have recently been downloaded | - Turn the wireless off and fully charge your Kindle  
- With wireless turned off, your battery should last four weeks. If your battery is not holding a charge for four weeks contact Amazon for assistance |
| Your Kindle screen is frozen              | - Low battery charge                                                          | - Reset the Kindle by pressing and holding the power button for 20 seconds  
- If resetting the Kindle does not solve the problem try charging the Kindle and then restarting it again |

### Downloading Issues

<table>
<thead>
<tr>
<th>Problem</th>
<th>Possible Cause</th>
<th>Solution</th>
</tr>
</thead>
<tbody>
<tr>
<td>A book does not download</td>
<td>- Your Kindle may be having trouble syncing with Amazon servers</td>
<td>- Reset your Kindle by pressing and holding the power button for 20 seconds</td>
</tr>
</tbody>
</table>

### Book issues

<table>
<thead>
<tr>
<th>Problem</th>
<th>Possible Cause</th>
<th>Solution</th>
</tr>
</thead>
<tbody>
<tr>
<td>A book will not open</td>
<td>- The book file may not have completely downloaded onto your Kindle</td>
<td>- Delete the book, reset your Kindle by pressing and holding the power button for 20 seconds, and re-download the book.</td>
</tr>
</tbody>
</table>
| Your Kindle is not saving the last page read in a book | - The power may have been turned off before the Kindle could save the last page you were on | - When done reading, put the Kindle into sleep mode by briefly pressing the power button or  
- Go to the home screen before powering off your Kindle |
Frequently Asked Questions

1. Can I increase the size of the font on my Kindle?
   Yes, in addition to increasing the font size you can also change the typeface, line spacing, and words per line to accommodate your preference. To change the size of the font, typeface, line spacing, or words per line do the following:
   1. Open a book on your Kindle
   2. Press Menu
   3. Using the 5-Way Controller scroll through the list until there is a bold line beneath Change Font Size
   4. Press Select
   5. Use the 5-Way Controller to navigate the options

2. Can I read library books on my Kindle?
   Select libraries do have the ability to loan e-books. E-book availability and the length of time each book is available for depends on the library. Contact your local library to see if they offer this service.

3. Are there free books available for download?
   There are many popular classic and out-of-copyright novels that are available for free download from the Kindle store. To view the complete list of available books visit: http://www.amazon.com/s/?node=2245146011

4. Can I loan a book I have downloaded on my Kindle to a friend?
   Many books can be shared with anyone who has a Kindle or who uses a Kindle application. Eligible books can be loaned once for a period of up to 14 days and eligibility is determined by the publisher or rights holder. To determine if a book is eligible you will need to:
   1. Go to www.amazon.com and log in to your Amazon account
   2. Hover over Your Account
   3. Click Manage Your Kindle
   4. Click the Actions button located beside the title of the book you want to loan. If the book is eligible you will see a Loan this title option.
Amazon

Amazon is an online retailer that sells a variety of products ranging from books to electronics.

Digital media

Digital media is a form of media where data is stored in digital form, such as on a hard drive.

Download

Downloading is the act of copying or transferring data from either the internet or a computer system to another computer system.

E-book

An e-book is a book in the form of digital media. See ‘Digital media’

E-reader

An e-reader is a portable electronic device that is used to read digital media, such as an e-book.

Homepage

The initial page of a website or electronic device that contains information such as available options.

Synch

Synch is an abbreviation for synchronization and occurs when two items are working together appropriately.

USB Cable

A USB Cable is a device used for connecting a computer to an electronic device.

Wi-Fi

Wi-Fi is a technology that allows electronic devices to exchange data wirelessly.
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