

The Lenovo logo is displayed in white text on a pink rectangular background.

Lenovo TAB4 8

User Guide

Lenovo TB-8504F

Lenovo TB-8504X

All information labeled with * in this guide refers only to the WLAN+LTE model (Lenovo TB-8504X).



Basics

Before using this information and the product it supports, be sure to read the following:

- *Safety, Warranty & Quick Start Guide*
- *Regulatory Notice*
- “Important safety and handling information” in “Appendix”.

The *Safety, Warranty & Quick Start Guide* and the *Regulatory Notice* are available on the website at <http://support.lenovo.com>.

Note: All pictures and illustrations in this document are for your reference only and may differ from the final product.

Lenovo Help

Looking for help? The Lenovo Help app can offer you support for getting direct access to Lenovo's web assistance and forums*, frequent Q&A*, system upgrades*, hardware function tests, warranty status checks*, service requests**, and repair status**.

Note:

* **requires data network access.**

** **is not available in all countries.**

You have two ways to get this app:

- Search for and download the app from Google Play.



- Scan the following QR code with a Lenovo Android device.



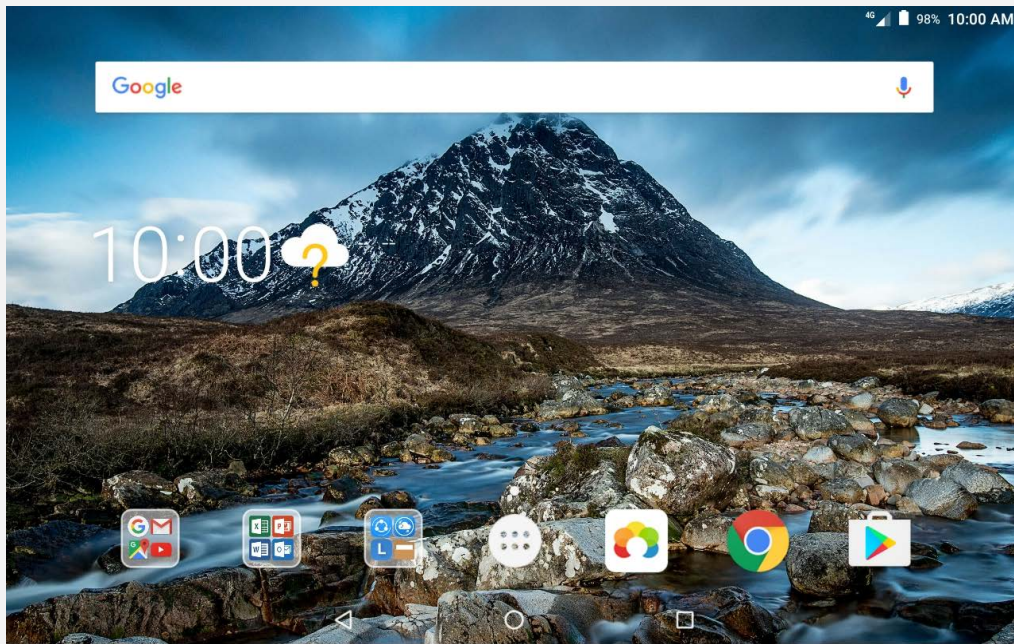
Technical specifications

Model	Lenovo TB-8504F	Lenovo TB-8504X
CPU	Qualcomm® Snapdragon™ 425	Qualcomm® Snapdragon™ 425
Battery	4850mAh	4850mAh
Wireless communication	Bluetooth 4.0; WLAN 802.11 b/g/n; GPS/A-GPS/GLONASS	Bluetooth 4.0; WLAN 802.11 b/g/n; GPS/A-GPS/GLONASS; FDD-LTE/TDD-LTE/UMTS/GSM

Note: Lenovo TB-8504X supports LTE Bands 1,3,5,7,8,20,38,40, but in some countries LTE is not supported. To know if your device works with LTE networks in your country, contact your carrier.

Home screen

The home screen is the starting point for using your device. For your convenience, the home screen is already set up with some useful apps and widgets.



Note: Your device's features and the home screen may be different depending on your location, language, carrier, and device model.

You can customize your home screen at any time.

- **Home screen**


On the first home screen, there is a **Google** Search bar and some useful apps.

- **Preview screen**

Press and hold anywhere on the home screen except the icons.

At the bottom of the screen are **WALLPAPERS** and **WIDGETS**.

- **Add a widget to a home screen**

Tap  at the bottom of the preview screen, press and hold the widget you want to add, drag it to where you want to place it, and release.

- **Change the wallpapers**


Press and hold anywhere on the home screen except the icons, select **WALLPAPERS** at the bottom of the screen, and then choose your preferred wallpaper.

Go to  > **Settings** > **Display** > **Wallpaper** and choose your preferred wallpaper.

- **Move an app to another screen**

Press and hold an app that you want to move, drag it to where you want to place it, then release.

- **Uninstall an app**

1. Tap , press and hold the app that you want to uninstall.

2. Drag to , and then release and tap **OK**.

Note: Some of the system apps cannot be uninstalled.





Screen buttons

There are three buttons at the bottom of the screen.

- **Back button:** Tap  to return to the previous page.

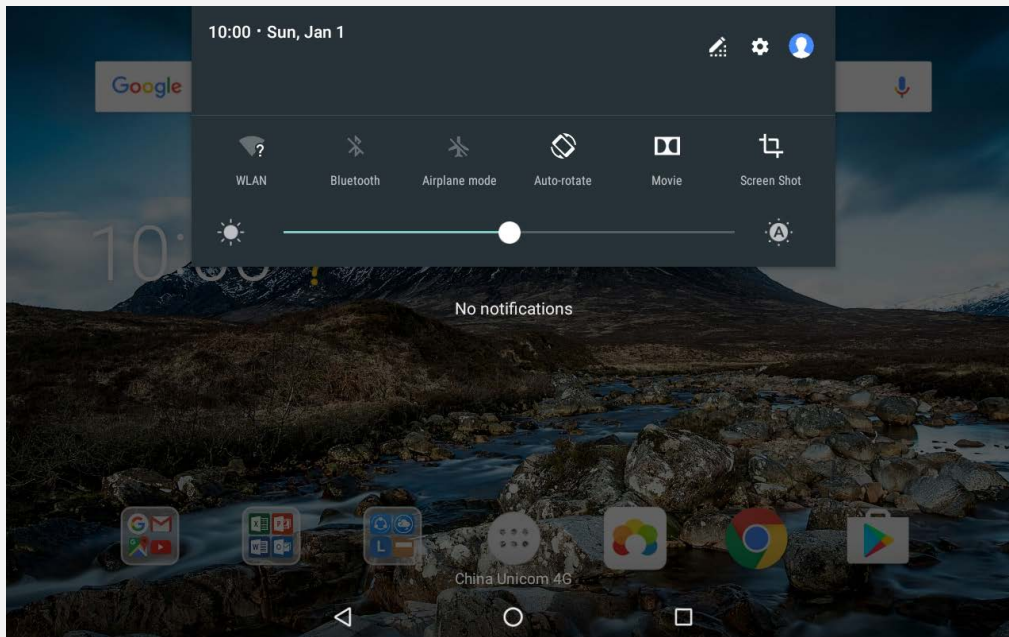
- **Home button:** Tap  to return to the default home screen.

- **Recent button:** Tap  to view recent apps. Then you can do the following:

- Tap an app to open it.
- Tap  to lock the app or tap  to unlock it.
- Swipe an app window right or left to close it.
- Tap  to stop running the app.
- Tap  to stop running all the apps.

Notifications and Quick Settings

The Notifications panel informs you of new messages, USB connection, and activities in progress such as file downloading. The Quick Settings panel allows you to access frequently-used settings such as the WLAN switch.



You can do any of the following:

- To see notifications, swipe down from the top of the screen.
- To close the Notifications panel, swipe up from the bottom of the screen.
- To dismiss a notification, swipe left or right across the notification.
- To dismiss all notifications, tap **CLEAR ALL** at the bottom of the Notifications panel.
- To open the Quick Settings panel, swipe down from the top of the screen twice.
- To close the Quick Settings panel, swipe up from the bottom of the screen.

Force shutdown/reboot




Press and hold the Power button for about 8 seconds until the device turns off, press and hold the Power button for about 10 seconds to reboot.






Split screen mode

Using split screen mode

- **Method 1**

1. Open an app then tap .
2. Press and hold the first app, drag it to “**Drag here to use split screen**”, then release. This app will be locked into position.
3. Tap  > , choose the second app you want to open, the two apps will then be displayed in split screen mode.

- **Method 2**


1. Open an app then press and hold . This app will be locked into position.
2. Tap  > , choose the second app you want to open. The two apps will then be displayed in split screen mode.

Note: Not all applications support split screen mode.


Split screen settings

In split screen mode you can do the following:

- **Replace the second app**


Tap  to choose another app.

- **Adjust the split screen size**

Slide the “” in the middle of the two screens to adjust the split screen size.

Exiting split screen mode

You can exit split screen mode by:

- Choosing an app that doesn't support split screen mode.
- Pressing and holding  to enter full screen mode.



Multi-User




Multi-User

There are three user types:

- **Owner:** An owner has full control over all user permissions and manages all user accounts.
- **Guest:** There is only one Guest account. A Guest has restricted access to the device. For instance, a Guest can't open **Unknown sources**.
- **New User:** There can be multiple user accounts, including accounts for standard users and child user. A standard user can manage child user accounts. In child user accounts, there are many child-friendly apps available including videos, games, music and more content can be managed in **Parental Control**.

Creating new user accounts

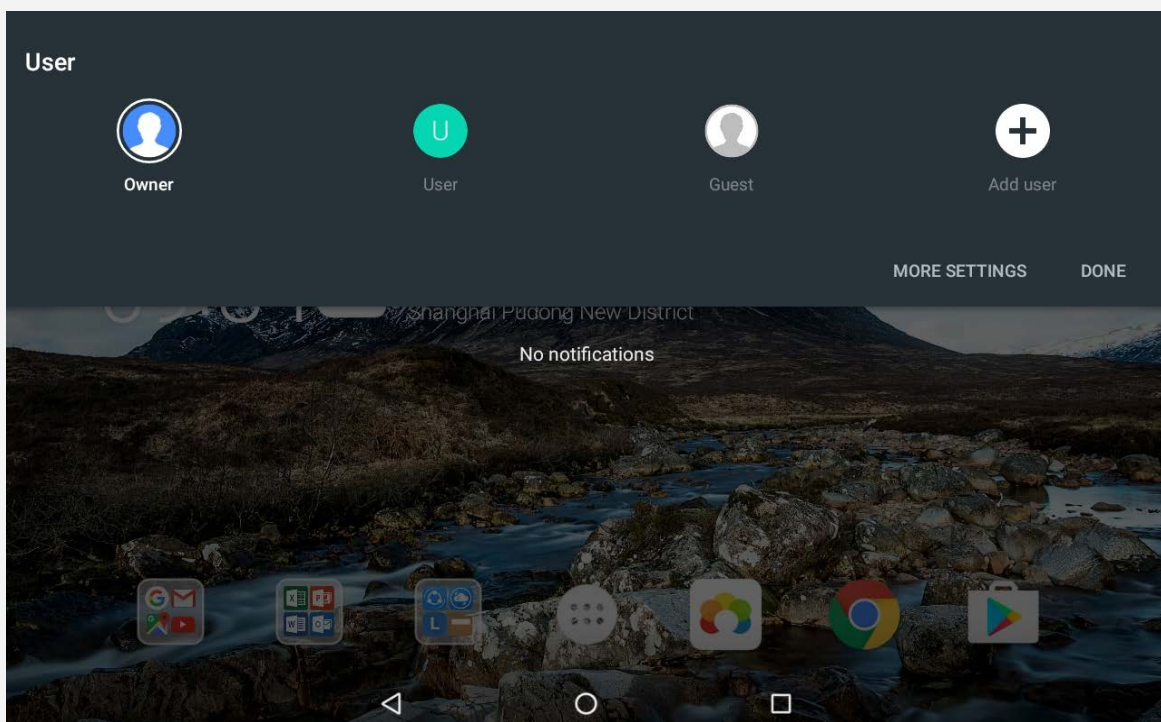
Tap  > **Settings** > **Users** > **ADD USER** to create user accounts.

- Tap  > **CONTINUE** to create a standard user account.
- Tap  > **CONTINUE** to create a child user. Or tap  on the first home screen to create a child user.

Note: Before you add a child user account you need to set up screen lock to protect your apps and personal data.



Switching between user accounts

- On the home screen, swipe down from the top of the screen, and then tap user photos to switch between different user accounts.



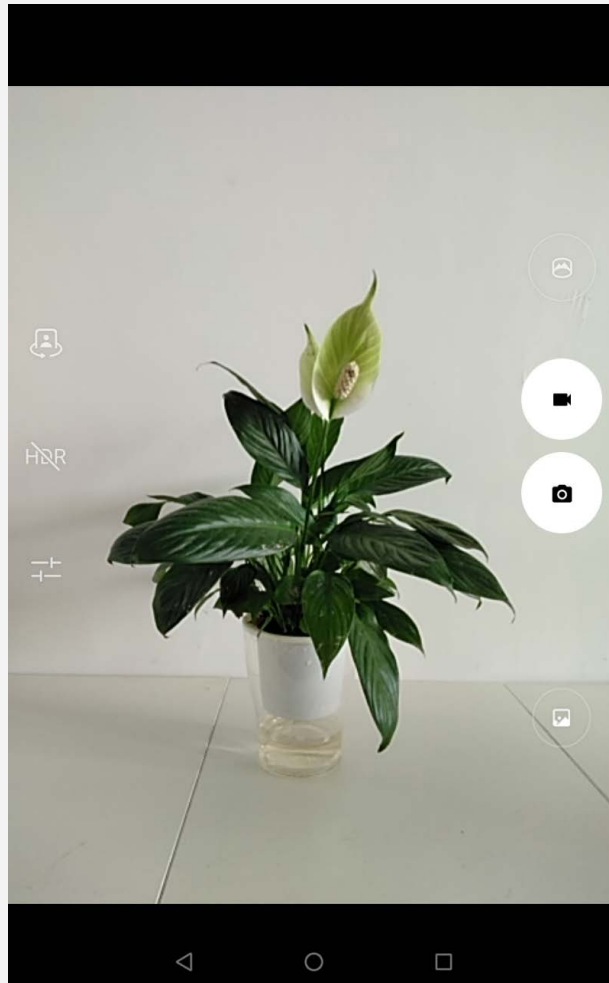
- On the lock screen interface, select the user photos you want to switch, then tap and swipe up to switch to the user account.

Deleting a user account

Tap  > **Settings** > **Users**, and tap the  icon located beside the account you would like to delete, then tap **DELETE USER** > **DELETE**.









Camera

To open the Camera app, go to **Camera**.



Taking photos and videos

You can take photos and record videos with your device's built-in camera.

- Tap  to take a photo.
- Tap  to record a video.
- Tap  to convert to panorama mode.
- Tap  /  to switch between the front and rear camera.
- Tap  /  to open or close HDR.
- Tap  to configure the other camera settings.

Taking screenshots

Press and hold the **Power** button and **Volume down** button at the same time.

Viewing pictures and videos

Photos and videos are stored in your device's internal storage. You can view your photos and videos by using the following methods:

- Tap the thumbnail when using the Camera app.
- Go to **Photos**.
- Go to **File Manager**.

The screenshots are stored in your device's internal storage. You can view your screenshots by using the following methods:

- Go to **Photos**.
- Go to **File Manager**.



Network

You need to set up a wireless network before connecting to the Internet.

- Set up a WLAN network.
- *Set up a mobile network.
- Set up a VPN network.

You can also share your mobile network with others.

- *Set up a hotspot.

Setting up a WLAN network

Go to  > **Settings** > **WLAN**.

Turn on the WLAN switch and tap a WLAN hotspot in the list to connect to the Internet.

When you are connecting to a secure hotspot, you need to enter the password to connect.




*Setting up a mobile network

Go to  > **Settings** > **Data usage**.

Note: You need a valid SIM card with data service. If you don't have a SIM card, contact your carrier.

Setting up a VPN network

VPNs are used within organizations to allow you to communicate private information securely over a non-private network. You may need to configure a VPN, for example, to access your work email. Ask the network's administrator for the settings necessary to configure a VPN for your network.

- Go to  > **Settings** > **More** > **VPN**.
- Tap  to edit the VPN profile, including the server name, type, and the server address, and then tap **SAVE**.
- Tap the VPN server name, enter the username and password, and then tap **CONNECT** to connect to the VPN network.
- Tap  to edit or delete the VPN.

Note: You need to set a lock screen pattern, PIN or password before using a VPN. Go to **Settings** > **Security** > **Screen lock** to select a screen lock option and set up screen lock.

*Setting up a hotspot

You can use a personal hotspot to share Internet connection with a computer or other device.

Go to  > **Settings** > **More** > **Tethering & portable hotspot** and do the following:

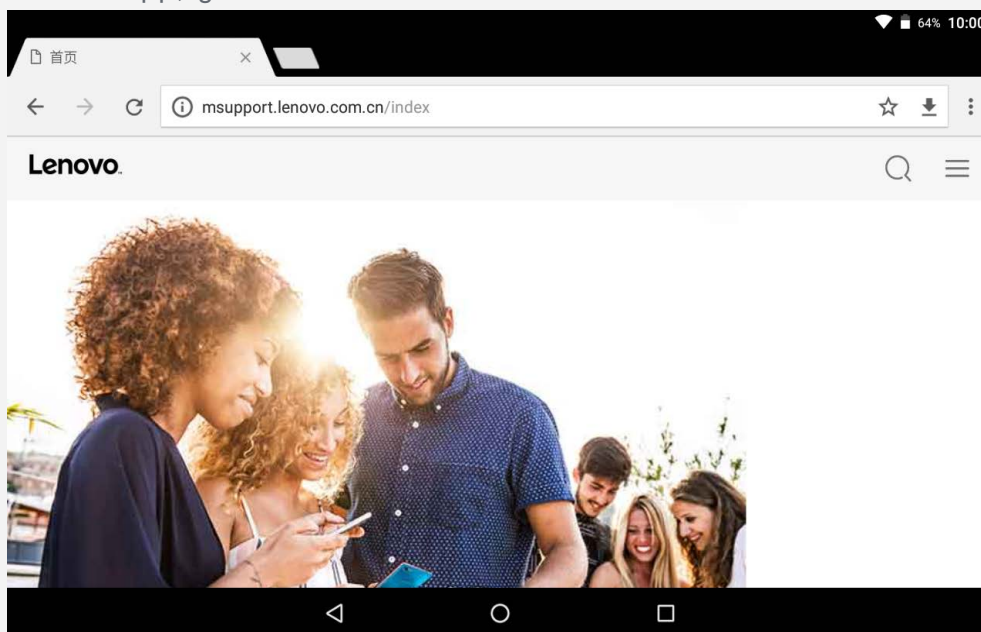
- Turn on **Portable WLAN hotspot**.
- Tap **Set up WLAN hotspot** to configure the hotspot.

You can also use **Bluetooth tethering** or **USB tethering**.

Note: Tell your friends the Network name and password, and then they can share your mobile network.

Internet

You can browse the web if your device is connected to a wireless network or cellular network. To open the browser app, go to **Chrome**.



Visiting websites

You can use the **Chrome** app to visit websites.

- **Type a web address**

You don't need to type the full web address of an "http://" website to access it.

To visit "http://www.lenovo.com", simply type "www.lenovo.com" into the address bar and tap **Go**.

- **Search for keywords**

You can also type keywords into the address bar to search for webpages.

You can set a search engine in **⋮ > Settings > Search engine**.

- **Add a new webpage**

Tap **⋮ > New tab** to add a new webpage tab.

Tap **⋮ > New incognito tab** to visit a website without leaving any traces of your visit.

- **Close a webpage**

Tap **X** to close a webpage tab.

- **Refresh a webpage**

Tap **↻** to refresh a webpage.

Tap **←** to return to the previous webpage.

Tap **→** to go forward to a recent webpage.

Saving webpages

You can save images and webpages in your device's internal storage.

- **Save images**

Press and hold the image, then tap **Download image**.

- **Bookmark webpages**

Tap  to add a webpage to **Bookmarks**.

Tap  > **Bookmarks** to view bookmarks.

Setting accessibility preferences

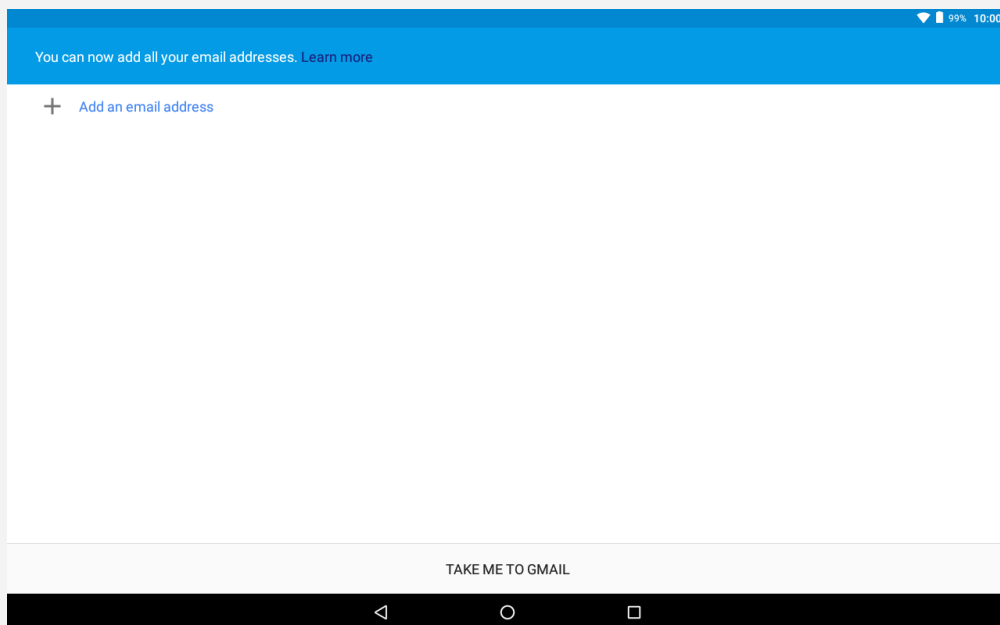
Tap  > **Settings** > **Accessibility** to set the text scaling and webpage zoom.



You can send and receive emails if your device is connected to a wireless network. To access the **Gmail** app, go to **Gmail**.

Setting up a Gmail account

You can sign into Gmail if you have a Gmail account. If not, you will need to create a Gmail account. You can also sign in with email accounts provided by other companies.




Using Gmail

After setting up your gmail account, you can use the **Gmail** app to send and receive emails.

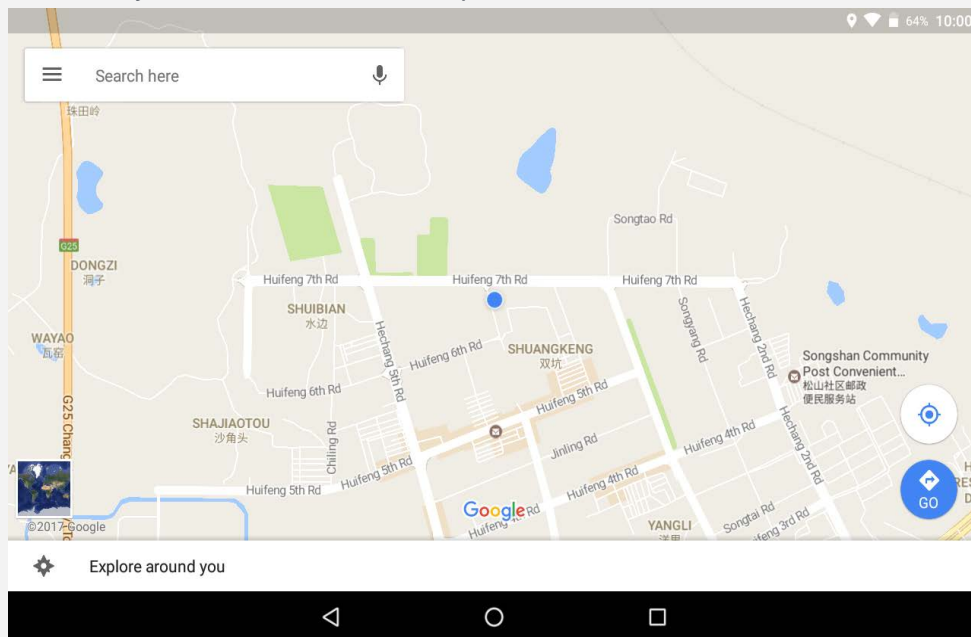



You need to select the following settings before you can use **Maps**.

Go to  > **Settings** > **Location** and enable location access for Google apps.

Finding a location

Type the address that you want to find, then press **Search here**.




You can also tap , then say the address you want.

Current location

Tap  to see your current location.

Then tap **Explore around you** to check what is nearby.

Planning a route

Tap  and type in "**Your location**" and "**Choose destination**", or just choose the starting point as "**Your location**".

Choose the travel mode: by car, by bus, or on foot.

← ↕

📍

🚗 🚝 🚶



Take the shortcut

Save home and work for faster directions

[SIGN IN](#)





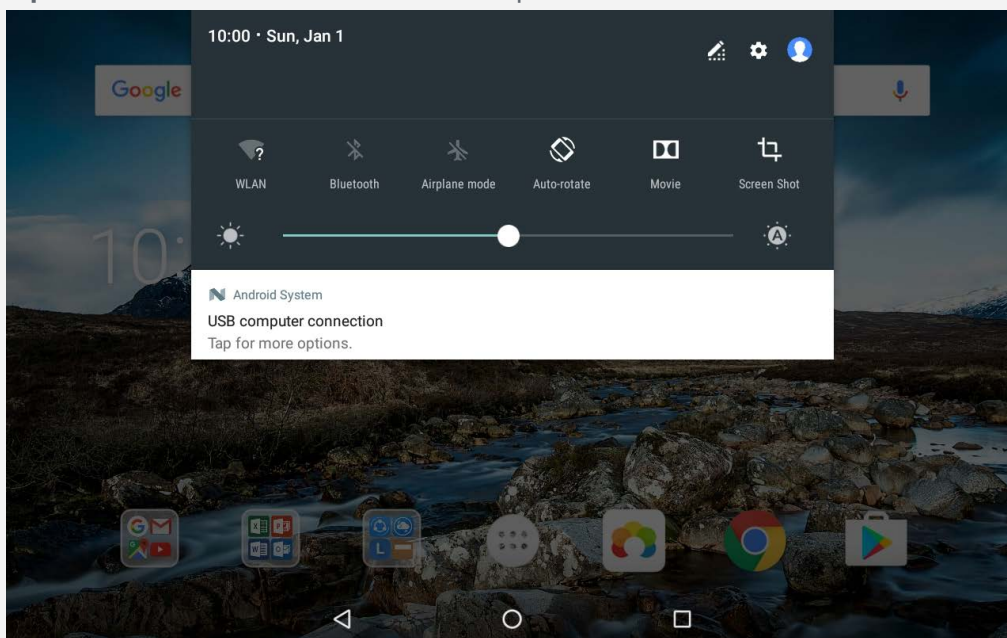
You can transfer data between your device and computer such as music, pictures, videos, documents, Android application package (APK) files, and so on.

Connecting your device to your computer

Connect your device and computer using a USB cable.

Slide down from the top of the screen, you will see "**USB computer connection**" in the notifications bar.

Tap **USB computer connection** to view other options.




Selecting the computer connection mode

You can select one of the following options:

- **Media device (MTP):** Select this mode if you want to transfer media files such as photos, videos, and ringtones between your tablet and computer.
- **Camera (PTP):** Select this mode if you only want to transfer only photos and videos between your tablet and computer.
- **Only charge:** Select this mode if you want to charge your device only.
- **MIDI:** Select this mode if you want MIDI-enabled apps on your device to work with MIDI software on the computer.

Installing APKs

Follow these steps:



- Set the device to allow the installation of apps obtained from unknown sources.
- Go to  > **Settings** > **Security**, tap **Unknown sources**, and tap **OK**.
- Copy the APK file from the computer to the device in "**Media device**" mode.

- Open the apps category in the **File manager**.





Settings

Settings home screen

- Tap  > **Settings** to enter into settings home.
- When you are setting any other functions (except **Google, Scheduled power on and off, and so on**) for the device, slide right across the screen or tap  to open the setting shortcut panel.

Setting the language

- Go to  > **Settings** > **Languages & input** > **Languages** > **Add a language**.
- Select the language that you want to add.
- Tap  to drag the added language to the first line.



Appendix

Important safety and handling information

To avoid personal injury, property damage, or accidental damage to the product, read all of the information in this section before using the product. For additional tips to help you operate your device safely, go to <http://www.lenovo.com/safety>.

Handle your device with care

Do not drop, bend, or puncture your device; do not insert foreign objects into or place heavy objects on your device. Sensitive components inside might become damaged.

Your device screen is made of glass. The glass might break if the device is dropped on a hard surface, is subjected to a high impact, or is crushed by a heavy object. If the glass chips or cracks, do not touch the broken glass or attempt to remove it from the device. Stop using the device immediately and contact Lenovo technical support for repair, replacement, or disposal information.

When using your device, keep it away from hot or high-voltage environments, such as electrical appliances, electrical heating equipment, or electrical cooking equipment. Use your device only in the temperature range of 0°C (32°F) to 40°C (104°F) (storage -20°C (-4°F) to 60 °C (140°F)) to avoid damage.

Don't expose your device to water, rain, extreme humidity, sweat or other liquids.

Do not disassemble or modify your device

Your device is a sealed unit. There are no end-user serviceable parts inside. All internal repairs must be done by a Lenovo-authorized repair facility or a Lenovo-authorized technician. Attempting to open or modify your device will void the warranty.

Built-in rechargeable battery notice

Do not attempt to replace the internal rechargeable lithium ion battery. There is risk of explosion if the battery is replaced with an incorrect type. Contact Lenovo Support for factory replacement.

Plastic bag notice

DANGER:

Plastic bags can be dangerous. Keep plastic bags away from babies and children to avoid danger of suffocation.

Adapter information

- **Prevent your device and AC adapter from getting wet.**

Do not immerse your device in water or leave your device in a location where it can come into contact with water or other liquids.

- **Use approved charging methods only.**

Note: Please only use standard Lenovo power adapters. The use of third-party power

adapters will affect the charging speed, resulting in abnormal charging and potential damage to the equipment.

- Connect a standard power adapter to a suitable power outlet.
- Use a standard data cable to connect the device to a PC or a device that complies with USB 2.0 or higher.

Charging devices might become warm during normal use. Ensure that you have adequate ventilation around the charging device. Unplug the charging device if any of the following occurs:

- The charging device has been exposed to rain, liquid, or excessive moisture.
- The charging device shows signs of physical damage.
- You want to clean the charging device.

Warning:

Lenovo is not responsible for the performance or safety of products not manufactured or approved by Lenovo. Use only approved Lenovo ac adapters and batteries.

Caution about high volume usage

Warning: exposure to loud noise from any source for extended periods of time may affect your hearing. The louder the sound, the less time is required before your hearing could be affected.

To protect your hearing:

- Limit the amount of time you use headsets or headphones at high volume.
- Avoid turning up the volume to block out noisy surroundings.
- Turn the volume down if you can't hear people speaking near you.

If you experience hearing discomfort, including the sensation of pressure or fullness in your ears, ringing in your ears or muffled speech, you should stop listening to the device through your headset or headphones and have your hearing checked.



Take care when using your device in a motor vehicle or on a bicycle

Always prioritize your safety and the safety of others. Follow the law. Local laws and regulations might govern how you can use mobile electronic devices, such as your device, while you drive a motor vehicle or ride a bicycle.

Dispose according to local laws and regulations

When your device reaches the end of its useful life, do not crush, incinerate, immerse in water, or dispose of your device in any manner contrary to local laws and regulations. Some internal parts contain substances that can explode, leak, or have an adverse environmental effects if disposed of incorrectly.

See "Recycling and environmental information" for additional information.

Keep your device and accessories away from small children

Your device contains small parts that can be a choking hazard to small children. Additionally, the glass screen can break or crack if dropped on or thrown against a hard surface.

Protect your data and software

Do not delete unknown files or change the name of files or directories that were not created by you; otherwise, your device software might fail to work.

Be aware that accessing network resources can leave your device vulnerable to computer viruses, hackers, spyware, and other malicious activities that might damage your device,

software, or data. It is your responsibility to ensure that you have adequate protection in the form of firewalls, antivirus software, and anti-spyware software and keep such software up to date.

Keep electrical appliances away from your device. These include electric fans, radios, high-powered speakers, air-conditioners, and microwave ovens. The strong magnetic fields generated by electrical appliances can damage the screen and the data on the device.

Be aware of heat generated by your device

When your device is turned on or the battery is charging, some parts might become hot. The temperature that they reach depends on the amount of system activity and the battery charge level. Extended contact with your body, even through clothing, could cause discomfort or even a skin burn. Avoid keeping your hands, your lap, or any other part of your body in contact with a hot section of the device for any extended time.

Electronic emission notices

FCC Compliance Statement

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult an authorized dealer or service representative for help.

Lenovo is not responsible for any radio or television interference caused by unauthorized changes or modifications to this equipment. Unauthorized changes or modifications could void the user's authority to operate the equipment.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Responsible Party:

Lenovo (United States) Incorporated

1009 Think Place - Building One

Morrisville, NC 27560

Telephone: 1-919-294-5900



IC Caution

This device complies with Industry Canada license-exempt RSS standard(s). Operation is subject to the following two conditions:

- (1) This device may not cause interference, and
- (2) this device must accept any interference, including interference that may cause undesired

operation of the device.

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes:

- (1) l'appareil ne doit pas produire de brouillage, et
- (2) l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

Japanese VCCI Class B statement

この装置は、クラスB情報技術装置です。この装置は、家庭環境で使用することを目的としていますが、この装置がラジオやテレビジョン受信機に近接して使用されると、受信障害を引き起こすことがあります。取扱説明書に従って正しい取り扱いをして下さい。VCCI-B

Japan compliance statement for products that connect to power mains rated at less than or equal to 20A per phase

日本の定格電流が 20A/相 以下の機器に対する高調波電流規制
高調波電流規格 JIS C 61000-3-2 適合品

Environmental, recycling, and disposal information

General recycling statement

Lenovo encourages owners of information technology (IT) equipment to responsibly recycle their equipment when it is no longer needed. Lenovo offers a variety of programs and services to assist equipment owners in recycling their IT products. For information on recycling Lenovo products, go to <http://www.lenovo.com/recycling>.

Important battery and WEEE information



Batteries and electrical and electronic equipment marked with the symbol of a crossed-out wheeled bin may not be disposed as unsorted municipal waste. Batteries and waste of electrical and electronic equipment (WEEE) shall be treated separately using the collection framework available to customers for the return, recycling, and treatment of batteries and WEEE. When possible, remove and isolate batteries from WEEE prior to placing WEEE in the waste collection stream. Batteries are to be collected separately using the framework available for the return, recycling, and treatment of batteries and accumulators.

Country-specific information is available at <http://www.lenovo.com/recycling>.

Battery recycling information for Brazil

Declarações de Reciclagem no Brasil

Descarte de um Produto Lenovo Fora de Uso Equipamentos elétricos e eletrônicos não devem ser descartados em lixo comum, mas enviados à pontos de coleta, autorizados pelo fabricante do produto para que sejam encaminhados e processados por empresas especializadas no manuseio de resíduos industriais, devidamente certificadas pelos órgãos ambientais, de acordo com a legislação local. A Lenovo possui um canal específico para auxiliá-lo no descarte desses produtos. Caso você possua um produto Lenovo em situação de descarte, ligue para o nosso SAC ou encaminhe um e-mail para: reciclar@lenovo.com, informando o modelo, número de série e cidade, a fim de enviarmos as instruções para o correto descarte do seu produto Lenovo.

Recycling information for Japan

Recycling and disposal information for Japan is available at <http://www.lenovo.com/recycling/japan>.

[Recycling information for India](#)

Recycling and disposal information for India is available at http://www.lenovo.com/social_responsibility/us/en/sustainability/ptb_india.html.

[Battery recycling marks](#)

- The battery recycling information of Taiwan



廢電池請回收

- Battery recycling information for the United States and Canada



US & Canada Only

- Battery recycling information for the European Union

EU



[ENERGY STAR model information](#)



ENERGY STAR® is a joint program of the U.S. Environmental Protection Agency and the U.S. Department of Energy aimed at saving money and protecting the environment through energy efficient products and practices.

Lenovo is proud to offer our customers products with the ENERGY STAR qualified designation. You might find an ENERGY STAR mark affixed on the computer or displayed on the power settings interface. Lenovo tablets of the following model name, if carry an ENERGY STAR mark, have been designed and tested to conform to the ENERGY STAR program requirements for tablets.

Lenovo TB-8504F

By using ENERGY STAR qualified products and taking advantage of the power-management features of the tablet, you can help reduce the consumption of electricity. Reduced electrical consumption can contribute to potential financial savings, a cleaner environment, and the reduction of greenhouse gas emissions.

For more information about ENERGY STAR, go to <http://www.energystar.gov>.

Export classification notice

This product is subject to the United States Export Administration Regulations (EAR) and has an Export Classification Control Number (ECCN) of 5A992.c. It can be re-exported except to any of the embargoed countries in the EAR E1 country list.

Troubleshooting

Insufficient memory prompt appears during app installation

Please free up some memory and try to install again.

The touch screen does not work or is not sensitive

Please press and hold the On/Off button for more than 10 seconds until the device turns off. Then switch it on again in normal way.

Device does not power on or system crashes

Please charge the battery for half an hour and then press and hold the On/Off button for more than 10 seconds until the device turns off. Then switch it on again in normal way.

The device cannot access the internet via a wireless network

Restart the wireless router or go to Settings and restart WLAN.

The device cannot wake up from sleep mode

Please press and hold the On/Off button for more than 10 seconds until the device turns off. Then switch it on again in normal way.