



Adding Contact and Sending Text Messages Using the Contact List (Android Device)

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Part of ***Calling and Messaging***

Hi, my name is Hong Sen, I am an IT trainer at Guide Dogs Singapore.

Today, I'll be showing you how to make use of your Contacts list in Android phone with Talkback enabled. We will start off with adding a new contact to your contacts list, accessing the contacts list, where you can perform functions such as sending a message or calling a contact.

Access the Phone's Contacts

We will be demonstrating on a Google Pixel 6. There are two ways to access the phone's contacts. The first is by the phone's "Contacts" app, and the second is through the "Phone" app itself. We will be demonstrating the latter.

[Demo: Show phone with "Phone" app opened]

Over here, we have our "Phone" app opened. To access the phone's contact list, we will find the

“Contacts” icon at the bottom of the screen, on the tab bar.

[Demo: Touch “Contacts” icon, Talkback reads “Contacts tab”]

We have found the “Contacts” icon, let’s now perform the double-tap gesture.

[Demo: Double tap on “Contacts” icon, phone switch to “Contacts” tab, or page.]

We have now switch to the phone’s “Contacts” tab, or page.

Adding a New Contact

Let’s now try to add a contact.

With the swipe gesture or explore-by touch, you can find the “Create New Contact” button near the top of the screen.

[Demo: Touch “Create New Contact” and Talkback reads accordingly]

Let’s double tap this.

[Phone switches to “Contact Creation” screen, Talkback announce “Create Contact”]

We are now on the “Contact Creation” screen. On this screen, there are fields for us to fill in information such as First Name, Last Name, and

“Contact Number”. Minimally, we will need to fill in the “First Name” and “Contact Number” fields.

Let’s now try to fill in the “First Name” and “Contact Number” fields.

I will now locate the “First Name” field.

[Demo: Find “First Name”, then double-tap, keyboard appears]

To type on the keyboard, use one finger to explore lower half of the screen, and the letters will be read out to you. Once you find the letter you wish to enter, lift your finger. Let’s try that.

[Demo: Entering a “First Name” with TalkBack announcing the letters.]

I have now entered the “First Name”. Let’s now enter the “Phone Number”. With one finger, touch the middle of the screen. With explore-by-touch or the swipe gesture, you will be able to find the “Phone Number” field.

[Demo: Finding the “Phone Number” field with swiping gesture.]

I have found the field, let’s open this by double-tapping.

[Demo: Double-tapping the “Phone Number” field, phone-style keypad appears.]

Now, the keyboard has been replaced by the phone-style keypad. I'll now enter a number.

[Demo: Entering a number, TalkBack announcing the number accordingly.]

Now, let's save this number to our contact list. Using explore-by-touch or the one finger swipe gesture, we can find the "Save" button, near the top right corner of the screen.

[Demo: Finding the "Save" button using explore-by-touch.]

And I now double tap.

[Demo: Talkback announcing, "Save Contact".]

Access the Contact List and Sending a Text Message

Now, the contact has been successfully added to the Contact List. And we are now back on the "Contacts List" screen.

Over here, you can access contacts stored on your phone by using explore-by-touch or the one-finger swipe gesture.

[Demo: Using explore-by-touch and one-finger swipe gesture to access the contacts stored on the phone.]

You can also use a two-fingers scroll gesture to scroll through longer lists.

There's also a search function, located near the top of the screen, which you can use to search for a specific contact. I'll let you explore that on your own.

For now, let's try to find a contact on the screen.

[Demo: Finding a contact using explore-by-touch, TalkBack reading out the contacts accordingly.

Found the contact "Aaron GDS", then double-tap it.]

Here, we have different options such as "Calling" and "Texting".

To do so, use the explore-by-touch or one finger swipe gesture to locate one of these options, and double-tap.

Let's now try to send a text to this contact.

[Demo: Using explore-by-touch to locate the number, and one finger swipe to search for "Text Message". Locate "Editbox" and double tap. Keypad appears. Key in a message using explore-by touch. After keying message, locate the "Send" button and then double tap it to send the message.]

And we have now sent a text to this contact.

So, we have taken a look at Contacts in Android, I hope this has been helpful. Once again, my name is Hong Sen. And we will meet again next time.

If you would like to learn more about operating your phone, you can contact our IT trainers at Guide Dogs Singapore by calling us at 6339 7900, or emailing us at IT@guidedogs.org.sg.