Amazon Echo Show:
Quick Sheets

These *Quick Sheets* are meant to assist in the set up and use of your Amazon Echo Show. Topics are listed in alphabetical order.

GOING HOME Transition Project
Assistive Technology for Kansans
1-800-526-3648
www.atk.ku.edu

Table of Contents

Accessibility

You can enable special accessibility features on your Amazon Show that are designed for those with vision, hearing, or speech impairments. It is important to note that when you turn on an accessibility feature, your device functions differently (such as different gestures for navigation). If your device isn't responding to your touch or you hear a voice whenever you touch the screen, you may have turned on the VoiceView Screen Reader. Go to VoiceView Screen Reader section below to toggle this feature off.
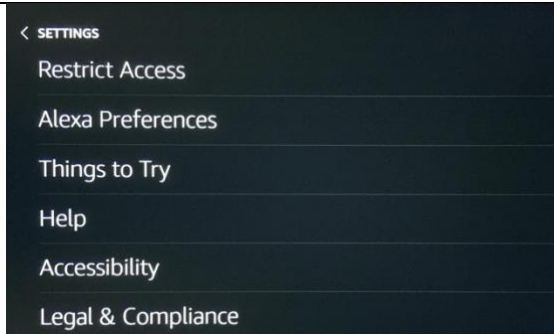
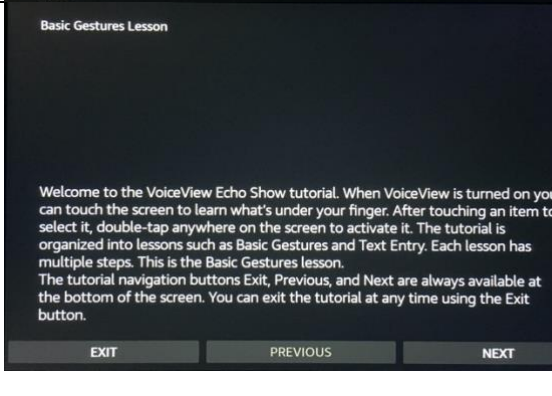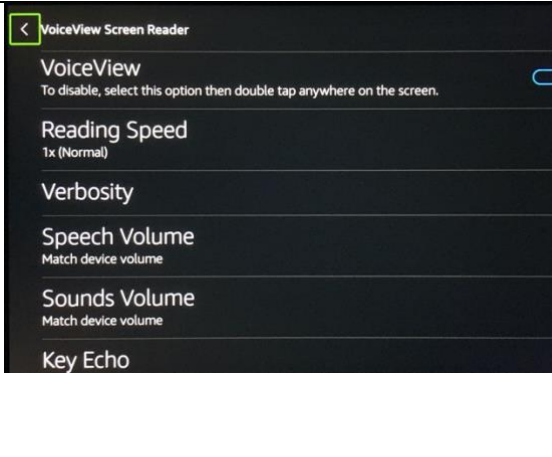[Additional information and tutorials about accessibility can be found at Amazon.](#)

[Amazon device support includes the article, Using Accessibility Features on Echo Devices with a Screen.](#)

How to engage Accessibility Features for Vision on your Amazon Show:

VoiceView Screen Reader with Gestures
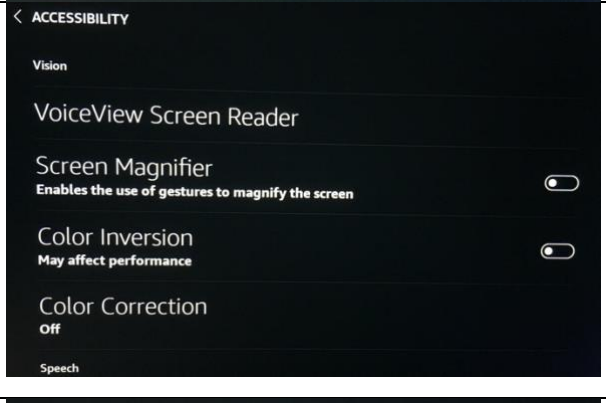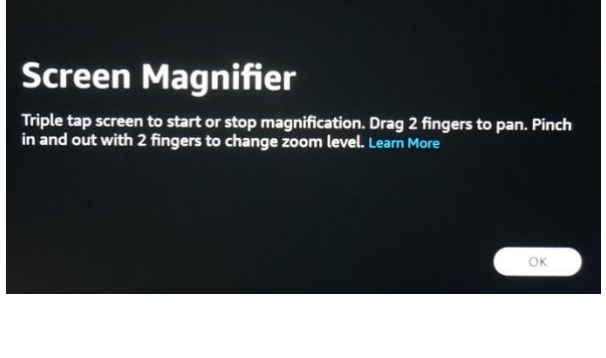VoiceView is a screen reader included with the Amazon Show device. When enabled, it allows those who are blind or have impaired vision to use gestures to navigate the device while VoiceView reads aloud the actions made on the screen.

Say, "Alexa, Go to Settings," or swipe down from the top of the screen and select Settings.	
Scroll down to Accessibility and Tap Accessibility.	

Select which Accessibility Feature you'd like to engage, such as VoiceView.	**ACCESSIBILITY** Vision VoiceView Screen Reader Screen Magnifier Enables the use of gestures to magnify the screen Color Inversion May affect performance Color Correction Off Speech
You can turn VoiceView **"On"** in two ways: 1. Say, "Alexa, turn on VoiceView." 2. Press and hold the Mic/Camera button (the far-left-most button on top of the device). When you hear an alert, place two fingers (slightly apart) on the screen and hold for 5 seconds.	Basic Gestures Lesson Welcome to the VoiceView Echo Show tutorial. When VoiceView is turned on you can touch the screen to learn what's under your finger. After touching an item to select it, double-tap anywhere on the screen to activate it. The tutorial is organized into lessons such as Basic Gestures and Text Entry. Each lesson has multiple steps. This is the Basic Gestures lesson. The tutorial navigation buttons Exit, Previous, and Next are always available at the bottom of the screen. You can exit the tutorial at any time using the Exit button. EXIT PREVIOUS NEXT
You can customize your VoiceView experience by modifying user settings such as reading speed, speech volume, verbosity, etc. For more information [take a look at Amazon's Guide to the VoiceView Screen Reader on Your Echo Device.](#)	VoiceView Screen Reader VoiceView To disable, select this option then double tap anywhere on the screen. Reading Speed 1x (Normal) Verbosity Speech Volume Match device volume Sounds Volume Match device volume Key Echo
You can turn VoiceView **"Off"** in two ways: 1. Say, "Alexa, Turn off Voice View." 2. Press and hold the Mic/Camera button (The left-most button on top of the device). When you hear an alert, use a single finger to double tap the screen and hold for 5 seconds.	

Screen Magnifier with Gestures

The Screen Magnifier feature allows people with low vision to zoom In/out and pan to enlarge items on the screen for improved visibility.

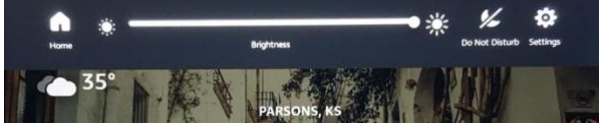|	
Say, "Alexa, Go to Settings," or swipe down from the top of the screen and select Settings.	
Scroll down to Accessibility and Tap Accessibility.	
Select which Accessibility Features you'd like to engage, such as Screen Magnifier. Toggle Screen Magnifier "on". A video tutorial and additional information about using a Screen Magnifier is available on Amazon.	
Triple tap screen to start or stop magnification. Drag 2 fingers to pan. Pinch in and out with 2 fingers to change zoom level. To temporarily magnify screen, triple tap the screen with a finger and hold your finger on the screen. Drag your finger round the screen to pan.	

Alexa Show and Tell

Show and Tell helps people who are blind or low vision use the camera on their Amazon Show to identify common packaged food goods that are hard to distinguish by touch.

Hold your item one foot away from your device's camera.	
Say, "Alexa, what am I holding?"	
When prompted, turn your item around slowly to show all sides of the packaging. Alexa will help you position the item with tips and sound.	

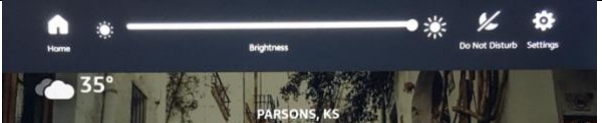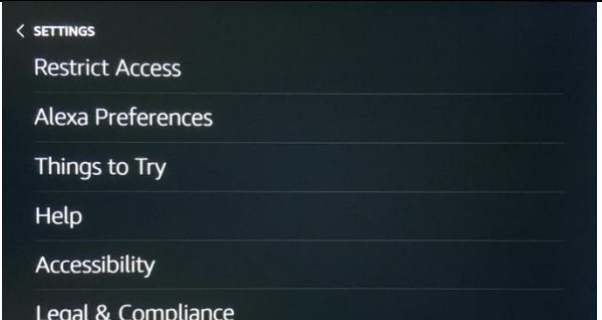**How to engage Accessibility features for Hearing and Speech on your Amazon Show:**
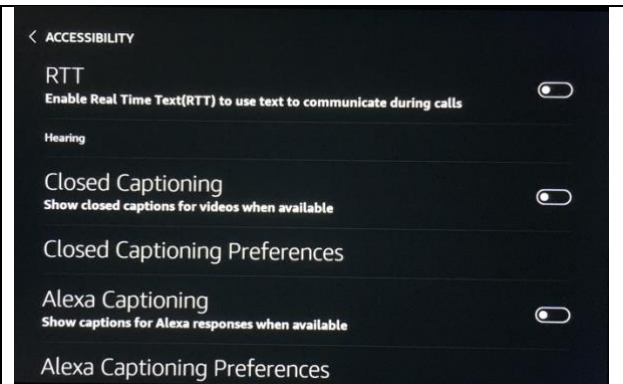
Captioning Features
- *Closed Captioning shows captioning for supported videos and movie trailers.*
- *Alexa Captioning shows captioning for supported responses from Alexa in real time.*
- *Call Captioning shows captions for calls and video calls in real time.*

Say, "Alexa, Go to Settings," or swipe down from the top of the screen and select Settings.	
Scroll down to Accessibility and tap Accessibility.	
Select which Accessibility Features you'd like to engage, Such as Closed Captioning, Alexa Captioning, and/or Call Captioning. Under each option, you can customize things like size, color, and font of text, and background color.	

Real Time Captioning (RTT) Feature

- Adds a live, real-time chat feed during Alexa calls and Drop Ins. When RTT is on, a keyboard pops up on the screen, enabling customers to type text which appears in real time on both parties' screens.
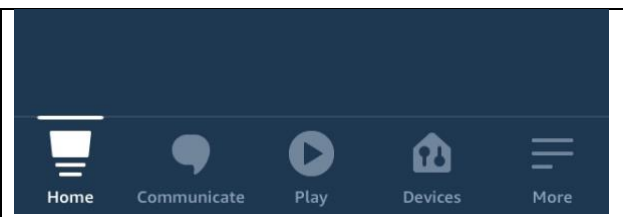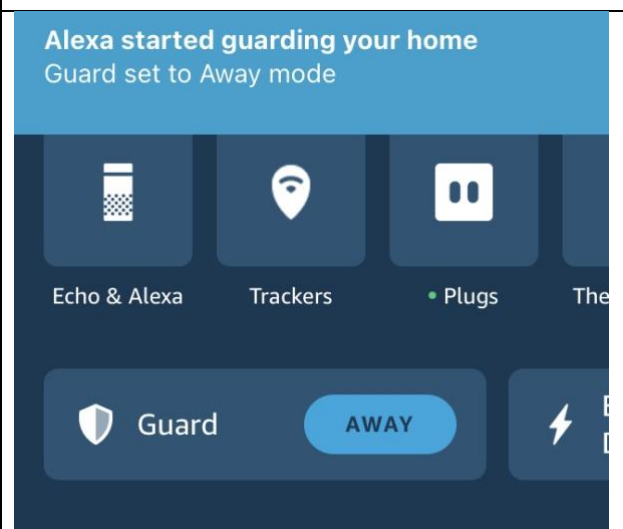
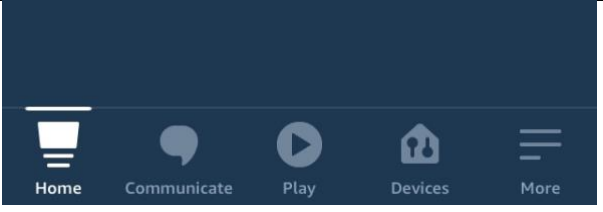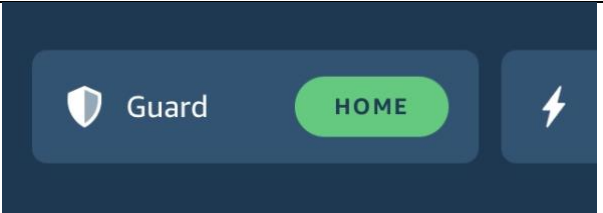|	
Say, "Alexa, Go to Settings," or swipe down from the top of the screen and select Settings.	
Scroll down to Accessibility and tap Accessibility.	

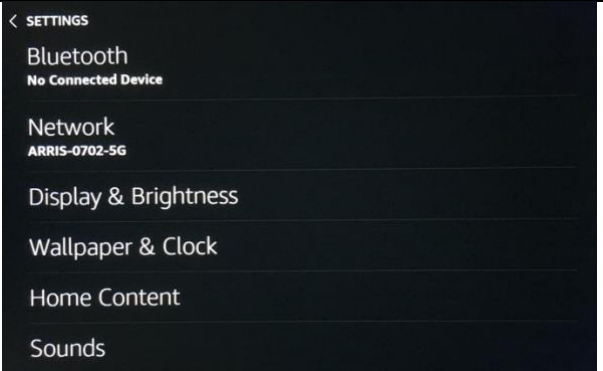|	
Select which Accessibility Features you'd like to engage, Such as Real Time Text. *Note this feature will be disabled when Call Captioning is enabled.*	**‹ ACCESSIBILITY** **RTT** Enable Real Time Text(RTT) to use text to communicate during calls Hearing **Closed Captioning** Show closed captions for videos when available Closed Captioning Preferences **Alexa Captioning** Show captions for Alexa responses when available Alexa Captioning Preferences

Guard Smart Alerts

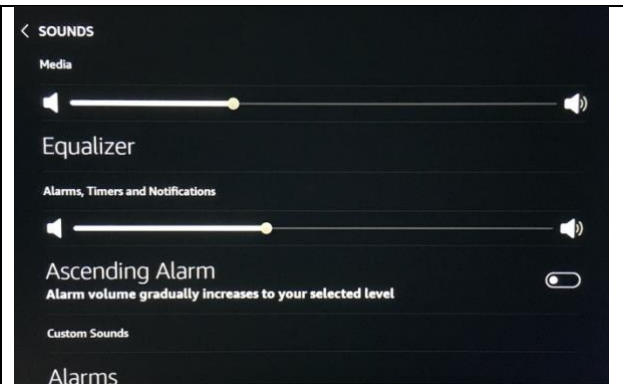When you set Guard to Away mode, Alexa can:

- Send you Smart Alerts via notifications to your phone if an Echo device detects the sound of:
    - Glass breaking
    - Smoke alarms
    - Carbon monoxide alarms
- Turn connected smart lights on or off to make it look like someone is home.
- Integrate with some specific security systems.

Say, "Alexa, I'm leaving," or use the Alexa app on your smartphone to start it remotely. Open devices.	Home Communicate Play Devices More
On the Guard Dashboard, tap the *Home* button so that it says *Away* to start guarding.	**Alexa started guarding your home** Guard set to Away mode Echo & Alexa Trackers • Plugs The 🛡 Guard **AWAY**

When you return, Say "Alexa, I'm home," or use the Alexa app to switch back remotely. Open "Devices".	
On the Guard Dashboard, tap the *Away* button so that it says *Home* to disengage guarding.	

Volume and Speaker Detail Features

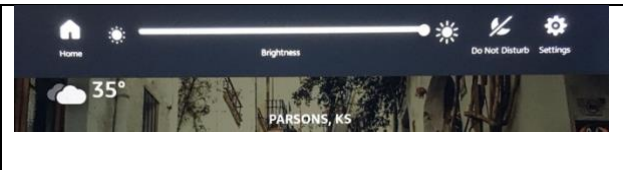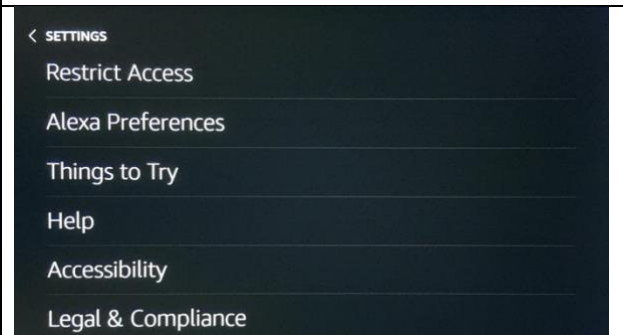|	
Say, "Alexa, Go to Settings," or swipe down from the top of the screen and select Settings.	
Scroll down to Accessibility and tap Accessibility.	
Select which Accessibility Features you'd like to adjust, such as Sounds. To increase the volume of media, notifications, or alarms.	

Select Equalizer to adjust more high frequency (treble) sounds or decrease bass to fit your hearing loss configuration.	
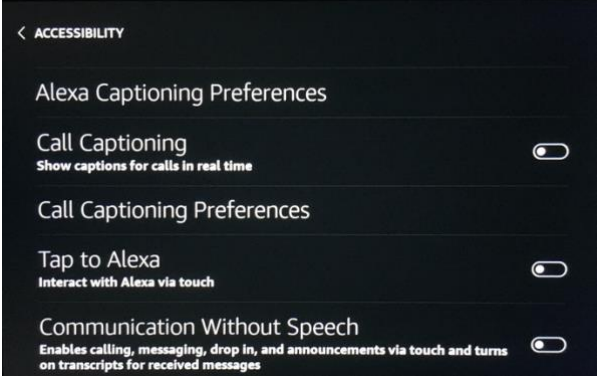
Alexa's Rate of Speech

To ask Alexa to speak slower say "Alexa, speak slower." You can also say "Alexa, return to your default rate" to go back to her normal speed.
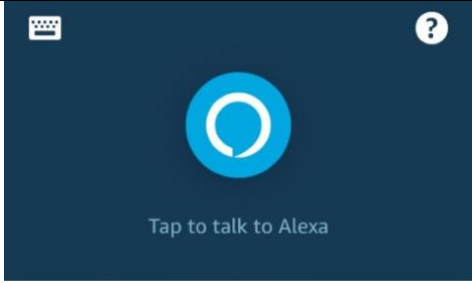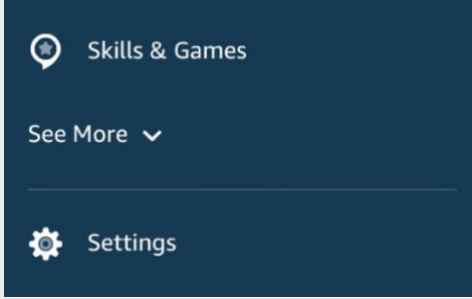
Tap to Alexa
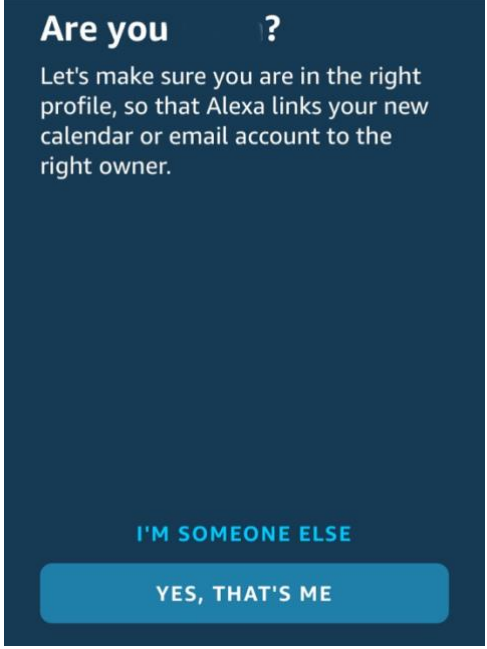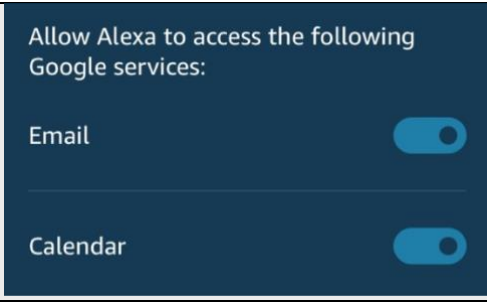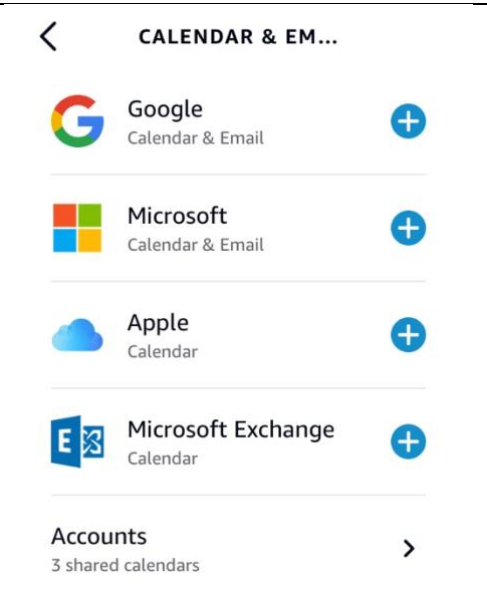
You can use Alexa without your voice by tapping the touchscreen tile or using a keyboard to access helpful features like the weather, news, timers, and other information.
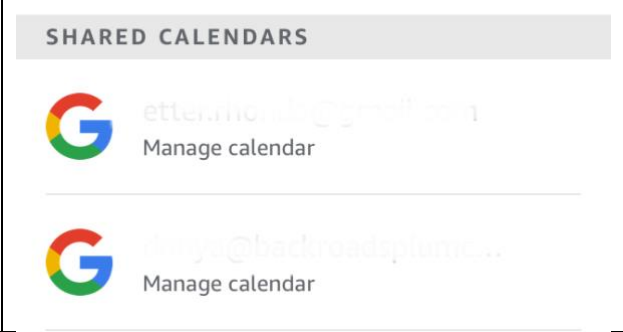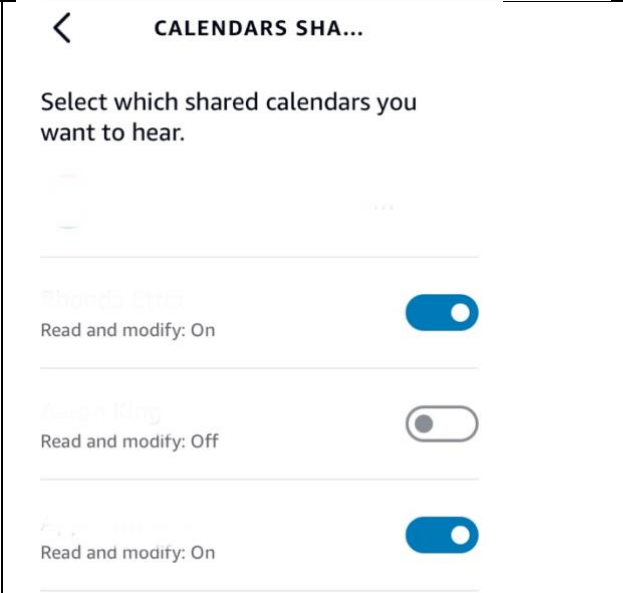
Say, "Alexa, Go to Settings," or swipe down from the top of the screen and select Settings.	
Scroll down to Accessibility and tap Accessibility.	

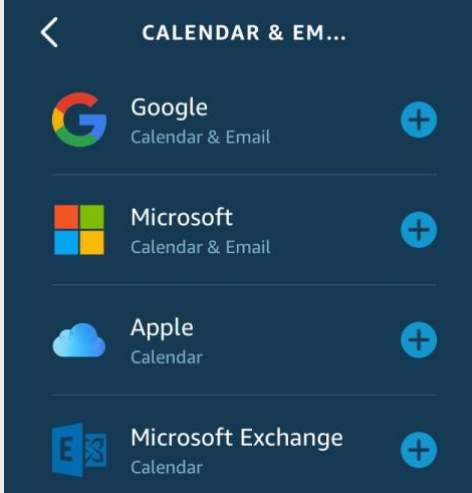|	
Select which Accessibility Features you'd like to engage, such as Tap to Alexa.	< ACCESSIBILITY Alexa Captioning Preferences Call Captioning **Show captions for calls in real time** Call Captioning Preferences Tap to Alexa **Interact with Alexa via touch** Communication Without Speech **Enables calling, messaging, drop in, and announcements via touch and turns on transcripts for received messages**
Use the Tap to Alexa icon to interact with Alexa using your finger instead of your voice. You can type in a quick question, set a time, check the weather, add or review items on your shopping list.	**Tap to Alexa** To get started, tap on the button from any screen. You can move it to a different position any time by dragging and dropping. CANCEL CONTINUE

Calendar

Open the Alexa app.	
Open More and select Settings.	Skills & Games See More ∨ Settings
Select Calendar & Email.	Sports Calendar & Email Lists
Choose your account from the list of supported providers.	CALENDAR & EM... Google Calendar & Email Microsoft Calendar & Email Apple Calendar Microsoft Exchange Calendar

Select Connect Account.	**Are you ?** Let's make sure you are in the right profile, so that Alexa links your new calendar or email account to the right owner. **I'M SOMEONE ELSE** **YES, THAT'S ME**
Confirm if you want to connect your calendar.	Allow Alexa to access the following Google services: Email ⬤ Calendar ⬤

Head into the *Calendar & Email* section in *Settings.*	‹ **CALENDAR & EM...** **G** Google Calendar & Email ⊕ Microsoft Calendar & Email ⊕ Apple Calendar ⊕ Microsoft Exchange Calendar ⊕ Accounts › 3 shared calendars

Tap the account you want notifications for.	**SHARED CALENDARS** G etter.ho...@g...com Manage calendar G ...ys@backroadsplu... Manage calendar
Tap the Calendar Notifications toggle to on.	‹ **CALENDARS SHA...** Select which shared calendars you want to hear. Things Stuff Read and modify: On According Read and modify: Off Read and modify: On

Care Hub

Care Hub is a free feature in the Alexa app that allows a trusted person to remotely check in on you.

Using the Amazon Echo Show at your home and the Alexa app on their phone, they'll know you are up and active.

Alexa will call them if you ask for help. The trusted person can Drop In or call you through Care Hub to see if they need to contact emergency services.

The trusted person can check the activity feed on your device to see your activity by category (like entertainment). They will get general information that you were using Alexa, but won't see the song you played or what you said.

The trusted person can set up alerts to notify them if there's no activity or when the first interaction happens every day. It's reassurance for them and independence for you.
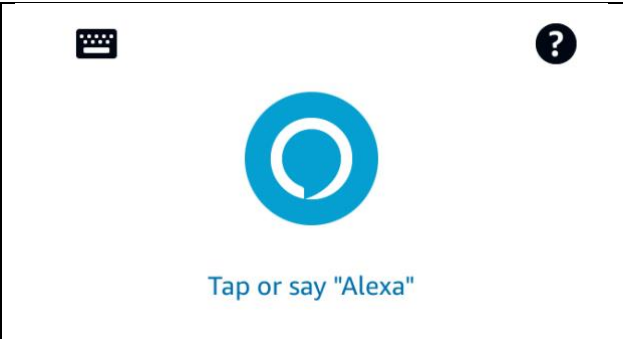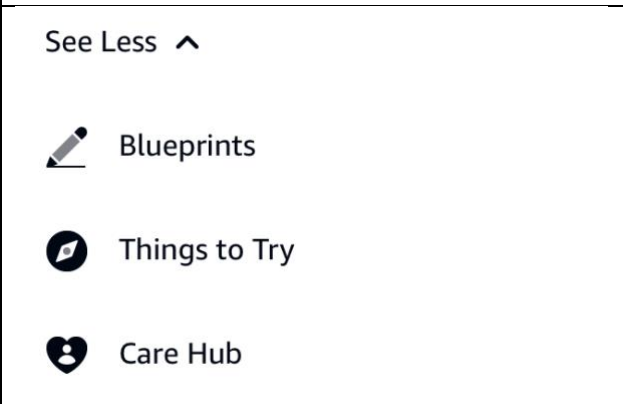
To Get Started

The Care Hub is a one-to-one relationship between you and a trusted person/family member. You can only designate one person to participate in your Care Hub.

The Care Hub Connection requires two separate Amazon accounts to work—one for you and one for your trusted person.

Amazon has created a Care Hub Set Up Guide. One of you will need to start the process by sending an invitation to the other person.

You can send the invitation in the Alexa app on your phone:

Open the Alexa app.	⌨ ❓ ◯ Tap or say "Alexa"
Select "More."	Home Communicate Play Devices More
Select "See More."	⟳ Routines ⊙ Skills & Games See More ⌄
Select Care Hub.	See Less ⌃ ✎ Blueprints 🧭 Things to Try 👥 Care Hub

Read through the Care Hub description.	**Independence and peace of mind with Alexa** Family members can support loved ones using the Care Hub in the Alexa app. GET STARTED
Select "Provide Support" or "Receive Support."	**I want to use Care Hub to:** **Provide Support** Support a loved one with the Care Hub. **Receive Support** Have a family member support you with the Care Hub.

Follow instructions to send the invitation to Care Hub.	**1. Share a link with your loved one** First share a link with your loved one, to get them started with sending your invitation. They can open this on a mobile or a desktop browser. Invitation Link: https://alexa.amazon.com/groups/care?mode=care_receiver **SHARE LINK** **CONTINUE**
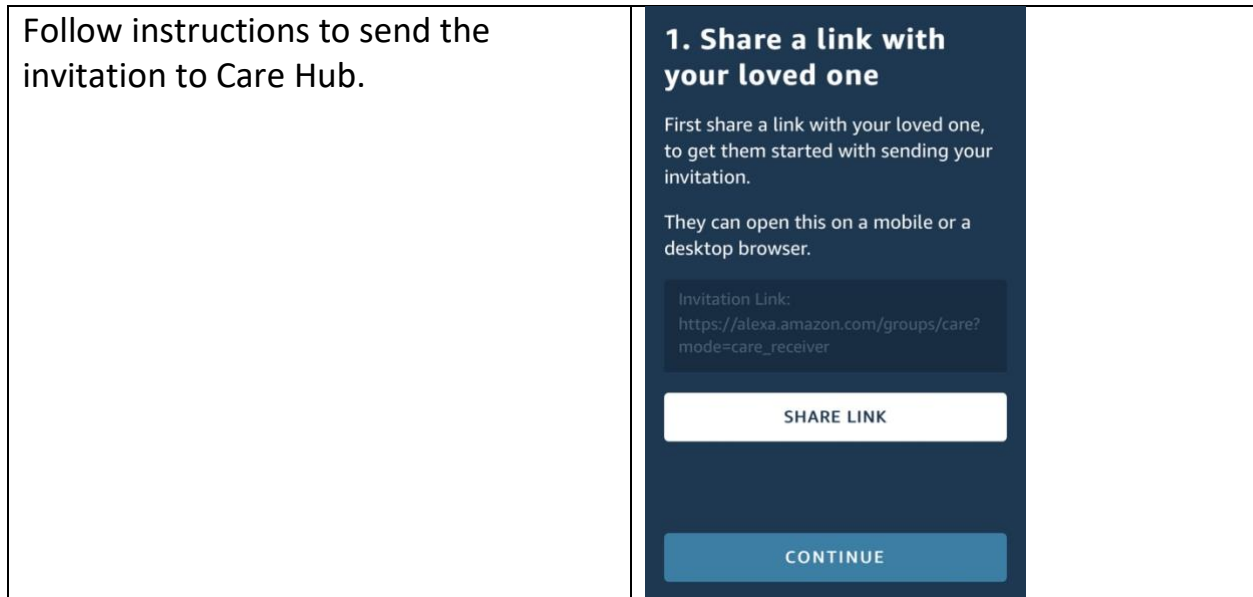
The person who receives the invitation must respond and follow the instructions provided.

Maintaining Privacy

You can control what activity is displayed in the Care Hub. You can delete any of your voice recordings in Alexa Privacy Settings or in the Alexa app on your phone at any time.

You can also say, "Alexa, delete what I just said," or "Alexa, delete everything I said today."
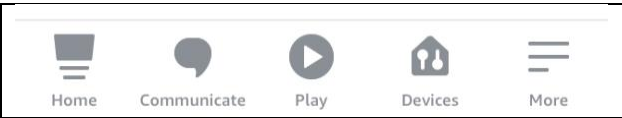
Drop In video calls

The Amazon Echo Show can use an intercom-like system called Drop In to call other Echo devices directly, either in your own home or another household. The feature also works with most mobile phones and landlines in the US and certain other countries.
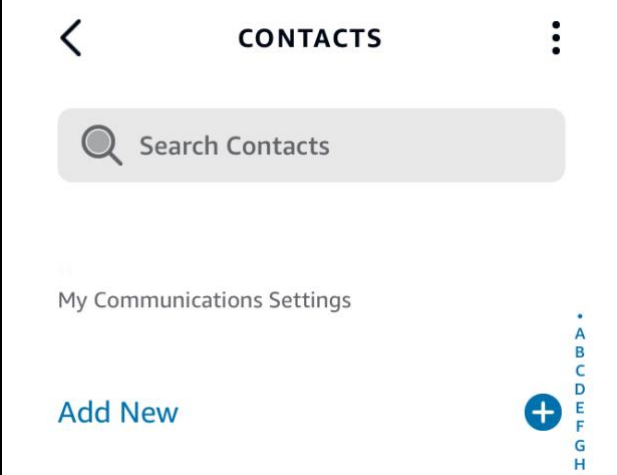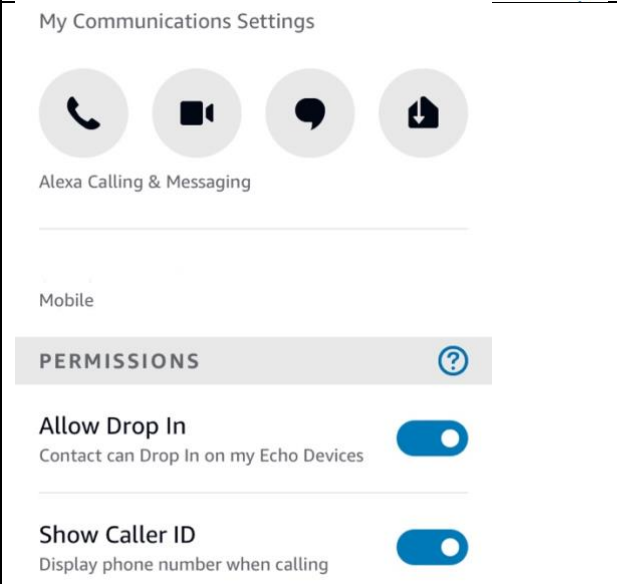
The difference between Drop In and a regular Echo call is that the person on the other end doesn't need to answer the Drop In. The call connects automatically as long as the option has been enabled on both devices. People in your Alexa contacts list can also use Drop In to call you.

If you have difficulty answering calls on your Amazon Echo Show, the Drop In feature can allow people you trust to check in with you.

To set up Drop In, make sure you have connected your mobile phone to the Amazon Echo Show and imported your contact list. If you haven't already done this, use the instructions on "Making Phone Calls" instruction sheet to add everyone you want to call to your contact list.

Then:

Open the Alexa app and tap the icon for Communicate.	
Tap the Try Drop-In notice if you see it, otherwise, tap the Contacts icon in the top right corner.	

Tap the link for My Communication Settings.	**CONTACTS** Search Contacts My Communications Settings **Add New**
Turn on the switch to Allow Drop In.	My Communications Settings Alexa Calling & Messaging Mobile PERMISSIONS Allow Drop In Contact can Drop In on my Echo Devices Show Caller ID Display phone number when calling

Receive Drop In from Specific Contacts

If you want to be able to receive a Drop in from a specific contact, you need to give that person permission.

To do this:

Open the Alexa app and tap the icon for Communicate.	Home Communicate Play Devices More

Tap the Contacts icon in the upper right.	**COMMUNICATION** 👤 📞 Call 📷 Share 🔽 Drop In 📢 Announce
Swipe down the list and tap the name of the contact to whom you wish to give Drop In permission.	‹ **CONTACTS** ⋮ 🔍 Search Contacts My Communications Settings A B C D E F G H **Add New** ➕

When you receive a Drop in from that contact, you'll hear a chime, the light indicator on your Amazon Echo Show pulses green and you can then start talking. The person who is Dropping In will see a "frosted glass" view of the camera on your device. After about 10 seconds, if you do nothing, the blurred out view of the camera will automatically be replaced with a clear view.

Say "Alexa, hang up" to end the Drop in.

To Make a Drop In Call

Say, "Alexa, Drop In on [name]."

If the person you are calling has given you drop in privileges ahead of time, you will see a "frosted glass" view of the camera on the device you are dropping in on. After about 10 seconds, if the receiver does nothing, the blurred out view of the camera will automatically be replaced with a clear view.
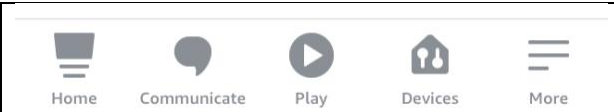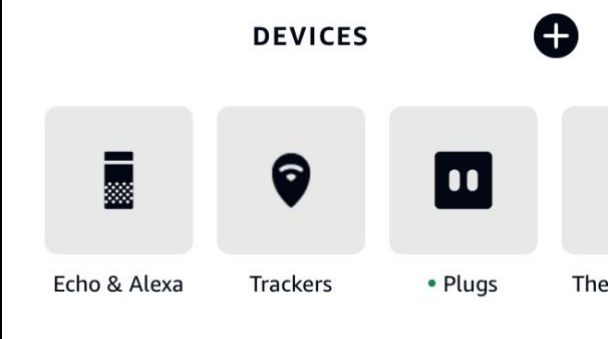
Do Not Disturb

If you don't want people dropping in on you, Do Not Disturb mode makes sure that can't happen. Do Not Disturb blocks calls, messages, notifications and reminders to your device. It does not block your alarms or timers.
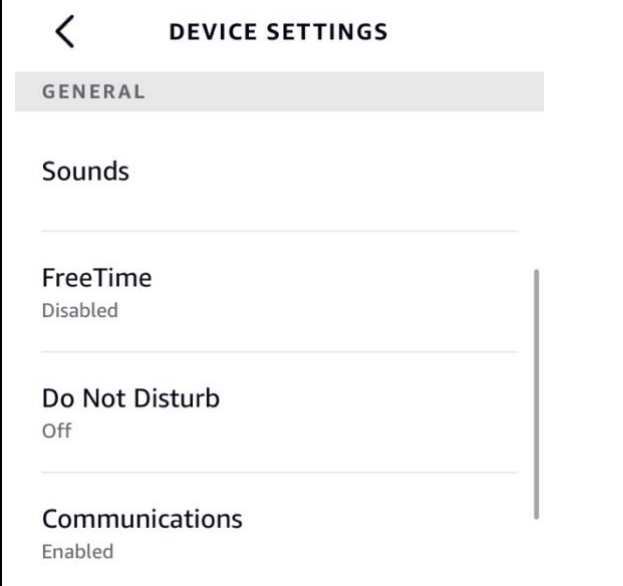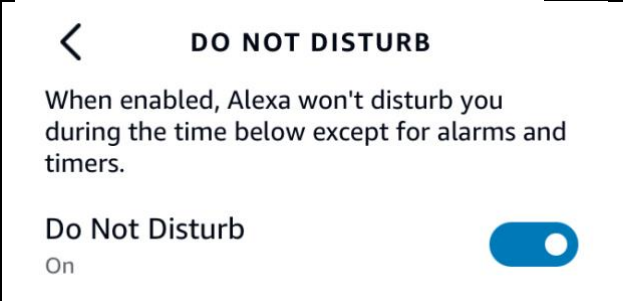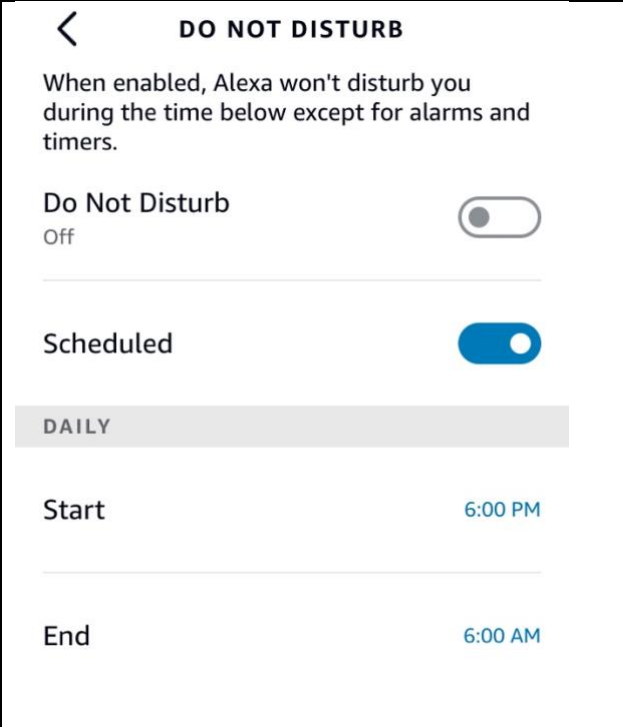
To do this, say "Alexa, turn on Do Not Disturb."

You can tell if Alexa is in Do Not Disturb mode with the light ring. If you ask Alexa a question and the light ring flashes purple at the end, then Do Not Disturb is enabled.
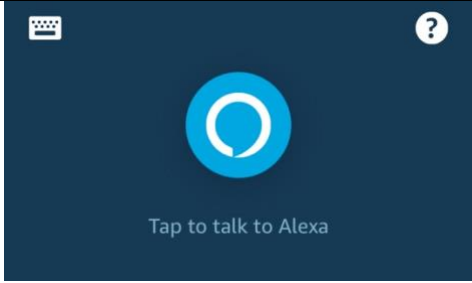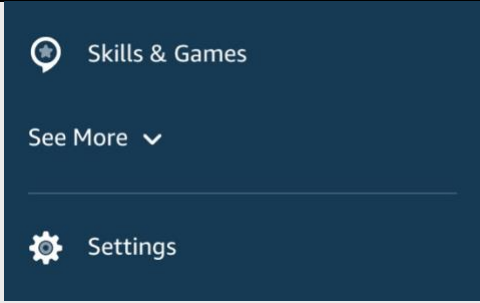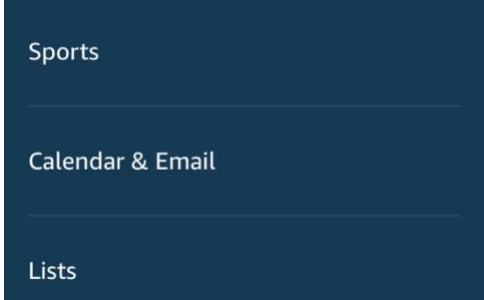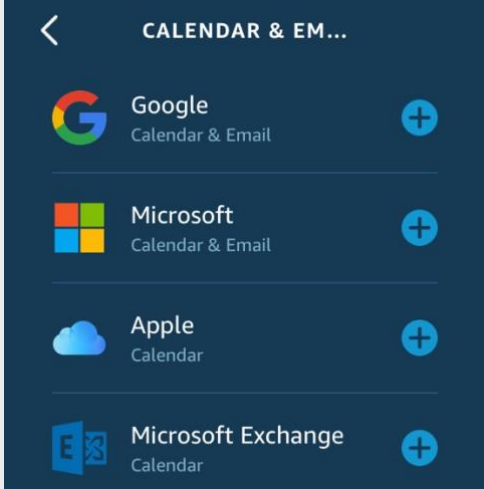
To allow calls and other notifications again, say "Alexa, turn off Do Not Disturb." Alexa will respond, "Do Not Disturb is now off."

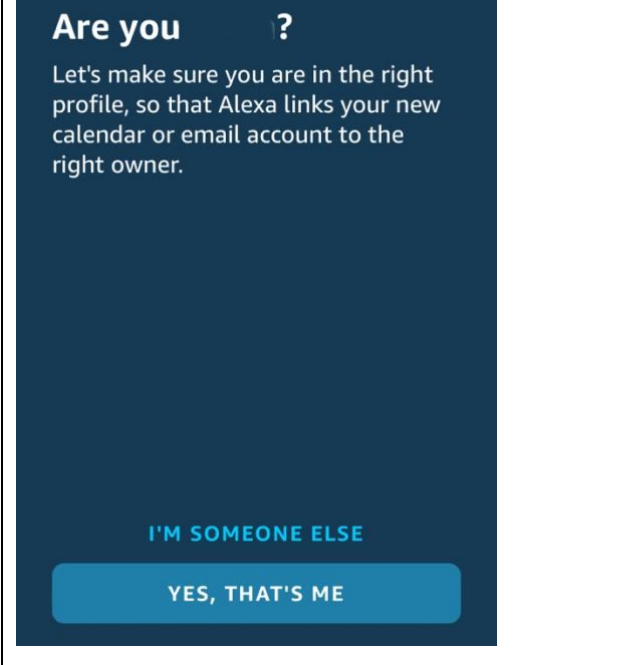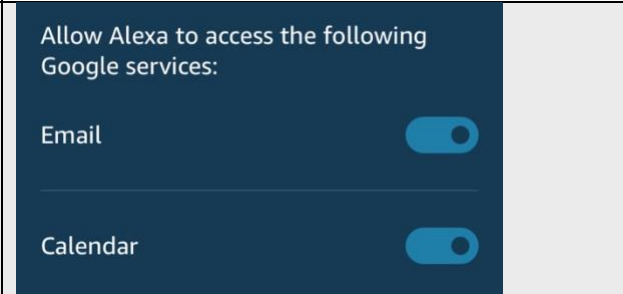You can also turn Do Not Disturb On and Off using the Alexa app on your phone:

Open the Alexa app, open Devices.	Home Communicate Play Devices More
Select Echo & Alexa.	DEVICES ⊕ Echo & Alexa Trackers • Plugs The
Select your device.	‹ ECHO & ALEXA LIVING ROOM

Select Do Not Disturb.	**‹ DEVICE SETTINGS** GENERAL Sounds FreeTime Disabled Do Not Disturb Off Communications Enabled
Toggle Do Not Disturb on or off.	**‹ DO NOT DISTURB** When enabled, Alexa won't disturb you during the time below except for alarms and timers. Do Not Disturb ⬤ On
You may schedule your Do Not Disturb times by toggling Scheduled and choosing your start and end times.	**‹ DO NOT DISTURB** When enabled, Alexa won't disturb you during the time below except for alarms and timers. Do Not Disturb ◯ Off Scheduled ⬤ DAILY Start 6:00 PM End 6:00 AM

Email

Open the Alexa app.	
Open More and select Settings.	
Select Calendar & Email.	
Choose your account from the list of supported providers	

Select Email, and then select Connect Account.	**Are you ?** Let's make sure you are in the right profile, so that Alexa links your new calendar or email account to the right owner. I'M SOMEONE ELSE YES, THAT'S ME
Confirm if you want to connect email and/or calendar.	Allow Alexa to access the following Google services: Email ⬤ Calendar ⬤

Reading and Replying to Emails with Alexa

1. Say "Alexa, read my email" or "Alexa, check my email". Alexa will give you a quick glance at how many unread emails you have and tell you if any of them are marked important.
2. Then, Alexa will start going through your emails, telling you who sent it and what the subject line is. You'll then be given a number of options after it tells you about the email: Read, reply, archive, delete or skip to the next email.
3. When you choose to reply to an email, Alexa will ask you what you want to say. Say it out loud and confirm that you want to send.
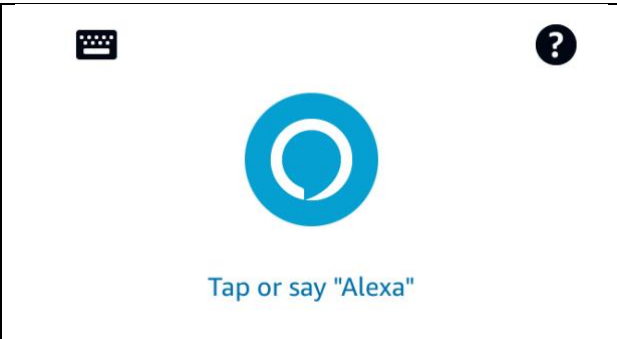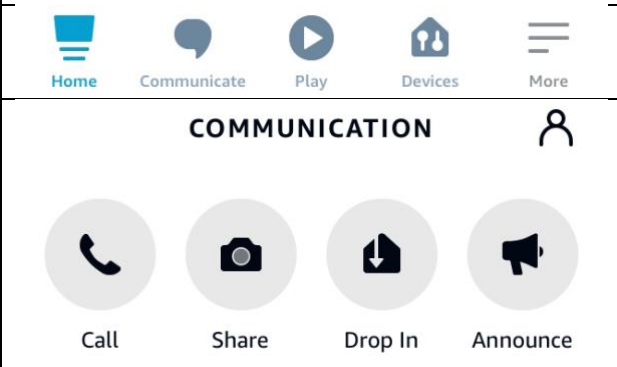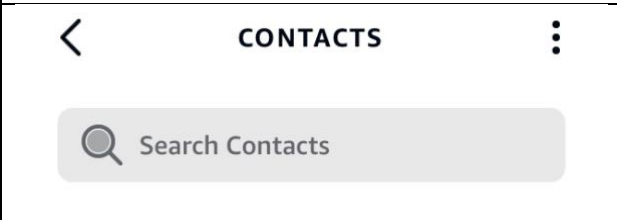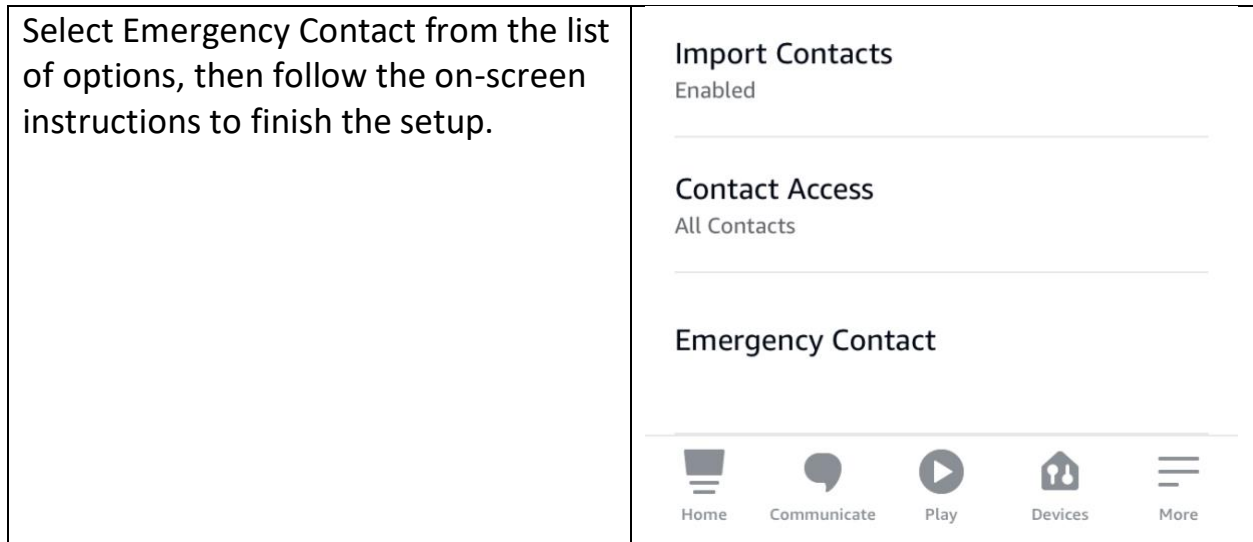
Emergencies

Alexa CANNOT dial 911.

Alexa **CAN** call a trusted contact when you need help.

To set up the Alexa Emergency Contact service, you need to designate one of the contacts in your cell phone as your emergency contact in the Alexa app. After you do this, you'll be all set with the Amazon Echo Show device you have connected to the app. Make sure the contact number you choose is a cell number and not a landline or the Emergency Contact feature won't work.

To set up an Emergency Contact:

Open the Alexa app.	Tap or say "Alexa"
Select **Communicate.**	Home Communicate Play Devices More
Select the **Contact** icon in the upper right corner.	COMMUNICATION Call Share Drop In Announce
Tap the Menu icon in the upper-right corner of the screen.	CONTACTS Search Contacts

Select Emergency Contact from the list of options, then follow the on-screen instructions to finish the setup.	**Import Contacts** Enabled **Contact Access** All Contacts **Emergency Contact** Home · Communicate · Play · Devices · More

The person you selected will get a text message letting them know that you have made them your emergency contact. So, it may be a good idea to let your friend or family member know before you set up the feature, just so they aren't surprised by the text.

If your Emergency Contact ever changes their number, you'll need to update the number in your Alexa app.

If you ever need to make someone else your emergency contact, it only takes a few minutes to make that change, too. Use the same steps listed above. Your emergency contact will be listed on the screen. Tap on Manage and then Remove As Emergency Contact. Once that's done, tap Select Contact to add a new emergency contact.

How to use Alexa to call for help:

Say, "Alexa, call for help" or "Alexa, call my emergency contact."

Group Calls

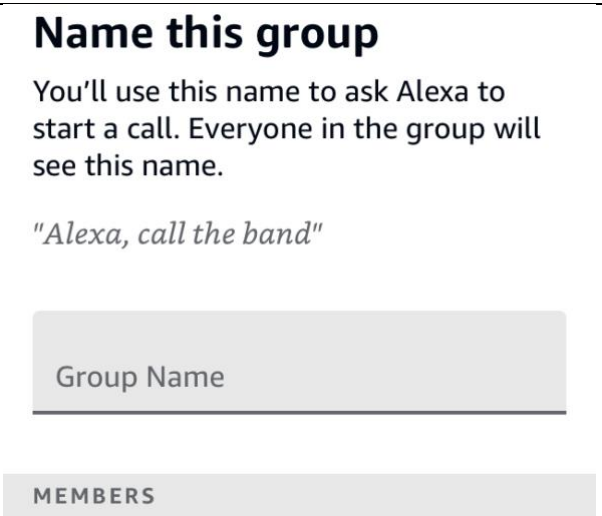You can use your Amazon Echo Show to make a group call.
Enhanced features must be enabled to make or accept a group call.
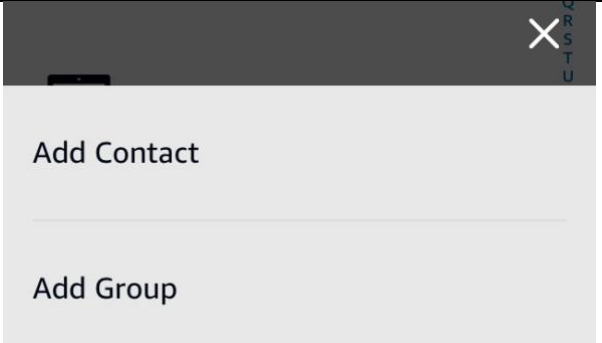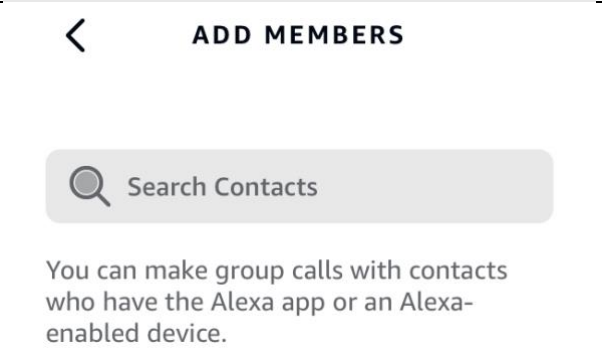
Create Your Calling Group(s)

Before making a group call, you will need to create a group.

To do this:

Open the Alexa app.	Tap or say "Alexa"
Open **Communicate**.	Home Communicate Play Devices More
Select the **Contacts** icon in the upper right corner.	COMMUNICATION Call Share Drop In Announce
Select **Add New**.	My Communications Settings Add New MY HOME

Select **Add Group.**	Add Contact Add Group
Add group members and select **Continue.**	**< ADD MEMBERS** 🔍 Search Contacts You can make group calls with contacts who have the Alexa app or an Alexa-enabled device.
Name the group and select **Create Group.**	**Name this group** You'll use this name to ask Alexa to start a call. Everyone in the group will see this name. *"Alexa, call the band"* Group Name MEMBERS

The name you give your calling group is also used to make group calls with your voice. For example, "Alexa, call Family" or "Alexa, call Rotary Friends."
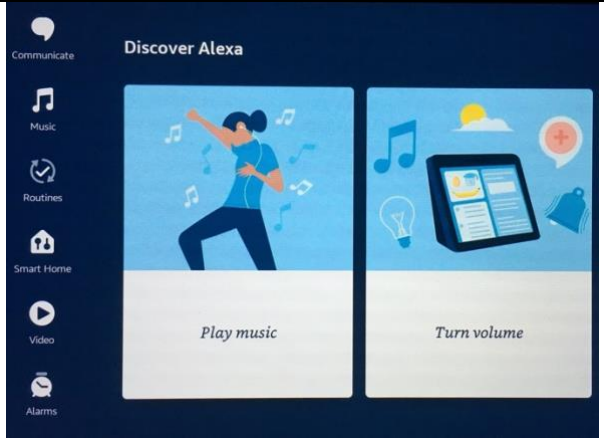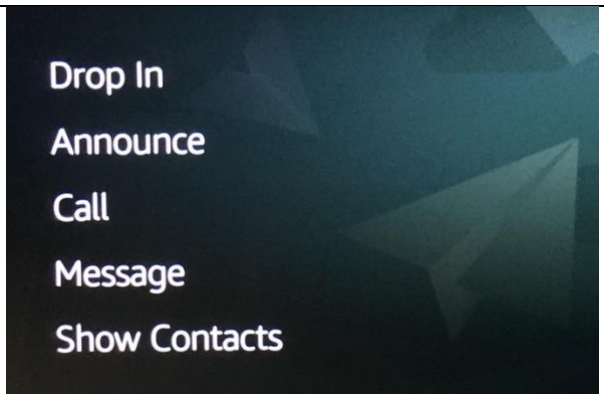
Making a Group Call

You can make a group call using your voice or using the menu on your Amazon Echo Show.
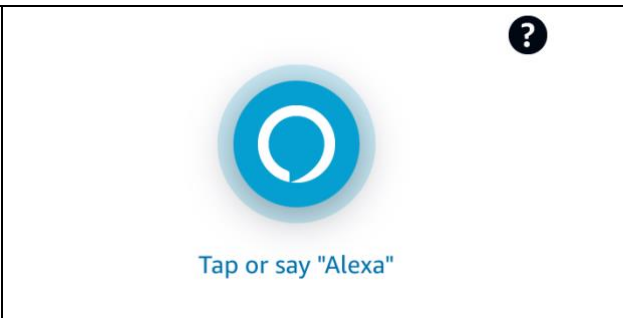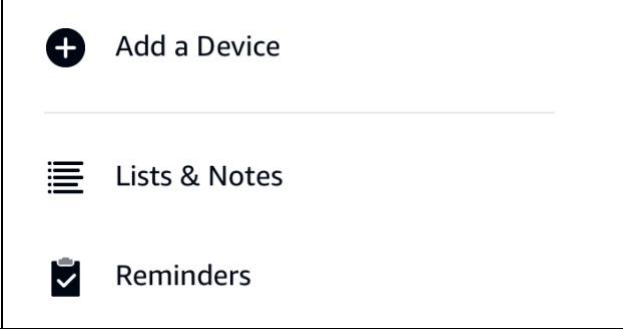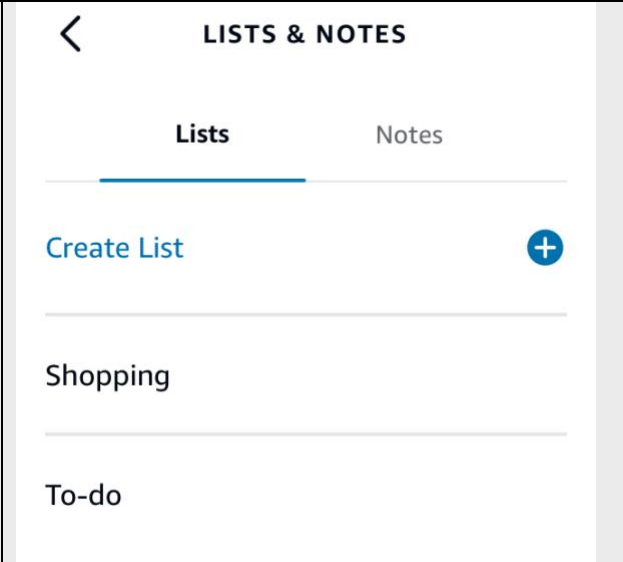
Use your voice to say:
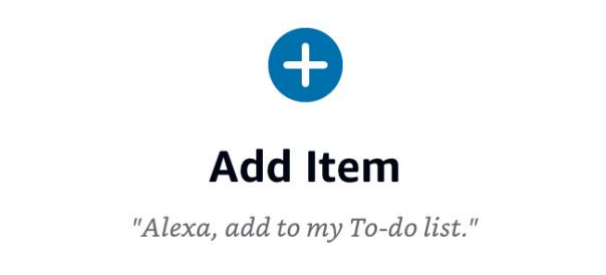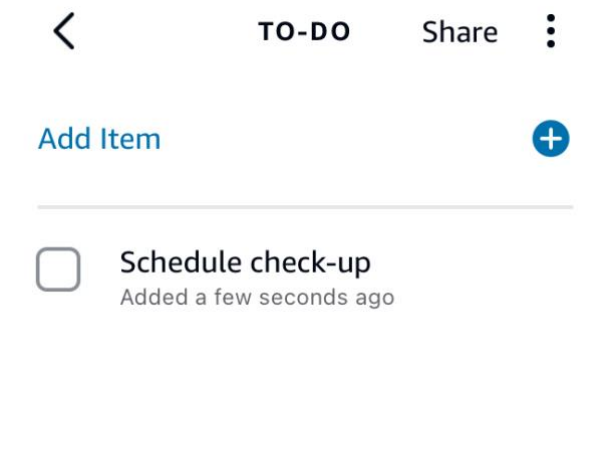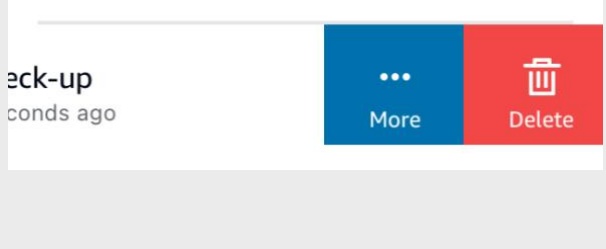
- "Call [group name]."

On your Amazon Echo Show:

Swipe from the left of the screen on your Echo Show device. Open **Communicate.**	
Select **Call.**	
Select the name of the group you want to call.	

Lists

Open the Alexa app.	Tap or say "Alexa"
Open More.	Home Communicate Play Devices More
Select Lists and Notes.	⊕ Add a Device ☰ Lists & Notes ☑ Reminders
Select Create List, then enter the name of your list such as "shopping" or "to-do."	⟨ **LISTS & NOTES** **Lists** Notes Create List ⊕ Shopping To-do

Select Add Item and type in the desired item.	**+** **Add Item** *"Alexa, add to my To-do list."*
A unique feature is that you can invite others to add to your list by selecting "share" while you are in your list (and within the Alexa app.) This allows you to send a text or email message inviting another person to see your list. If you are using the pre-created "shopping list," it takes that person directly to the Amazon website to shop or add to your list.	**<** **TO-DO** **Share** **⋮** Add Item **+** _____ ☐ Schedule check-up Added a few seconds ago
You can also use your voice to create or add to your list by saying "Alexa, create a list" or "Alexa, add (item) to my (list name) list." If you swipe left on an item, it offers options to delete the item or look it up on Amazon.	eck-up conds ago **⋯** More **🗑** Delete

Phone Calls

You can use your Amazon Show to make calls to mobile and landline numbers in the U.S., U.K., Canada, and Mexico with no additional cost.

> **Note:** Alexa Calling does not support calls to the following types of numbers:
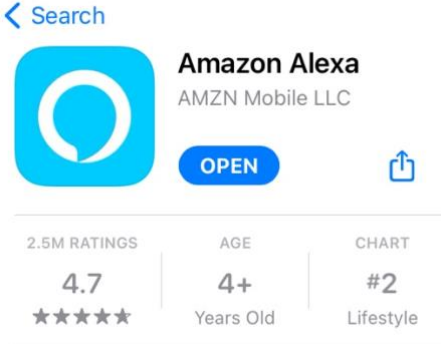> - Emergency service numbers (for example "911")
> - Premium-rate numbers (for example "1-900" numbers, or toll numbers)
> - Three-digit numbers / abbreviated dial codes (for example "211")
> - International numbers (outside the U.S., U.K., Canada, and Mexico)
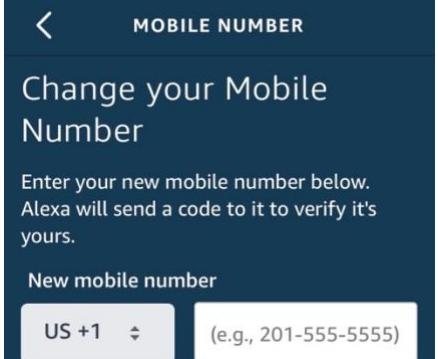> - Dial-by-letter numbers (for example "1-800-FLOWERS")
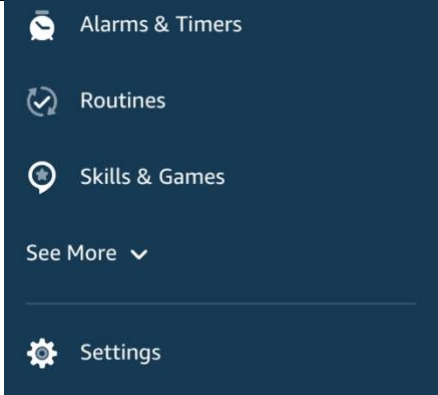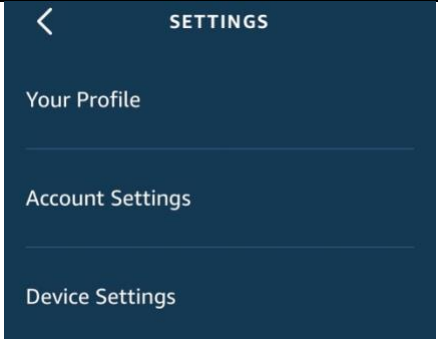
You will use Alexa Communication to add contact information for the people you want to be able to call. There are two ways to do this:

A) Connect Amazon Show to your cell phone and import your contacts
B) Manually enter contact information into your Alexa app

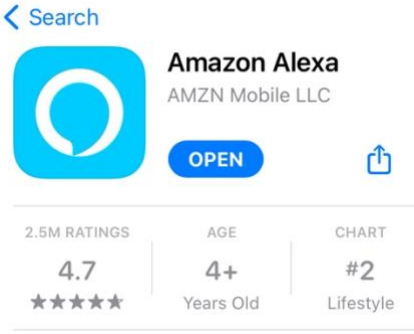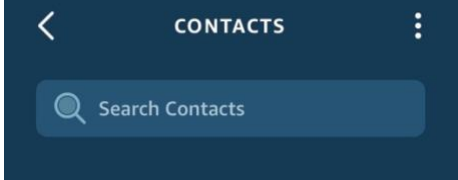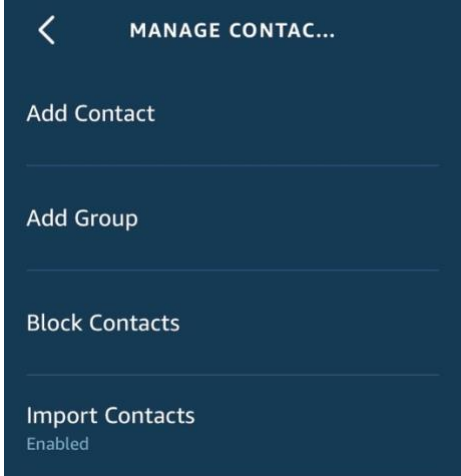## How to connect your phone to your Amazon Show:
Import the contact list from your cell phone to call anyone you've saved to your contacts, and to call other Amazon Echo and Echo Show devices.
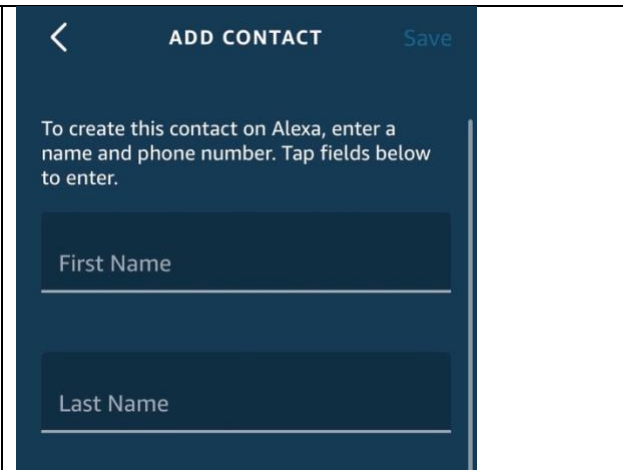
Download the Alexa app on your phone.	
Open the Alexa app and tap "More" on the menu bar.	

Tap Settings.	Alarms & Timers Routines Skills & Games See More ∨ ⚙ Settings	
Tap your profile and add your mobile number.	SETTINGS Your Profile Account Settings Device Settings	
Import your mobile phone's contact list when prompted.	MOBILE NUMBER Change your Mobile Number Enter your new mobile number below. Alexa will send a code to it to verify it's yours. New mobile number US +1 ⬍ (e.g., 201-555-5555)	

How to manually add contact information to your Alexa app:
If you want to communicate with someone using your Amazon Show and you haven't added them to your mobile phone's address book, you can manually add their contact information via the Alexa app.

Download the Alexa app on your mobile phone.	‹ Search **Amazon Alexa** AMZN Mobile LLC **OPEN** ⬆ 2.5M RATINGS / AGE / CHART 4.7 / 4+ / #2 ★★★★★ / Years Old / Lifestyle
Tap "Communicate" on the bottom menu.	🛒 Home 💬 Communicate ▶ Play 🏠 Devices ≡ More
Tap the person icon at the top right.	**COMMUNICATION** 👤 📞 Call 📷 Share ⬆ Drop In 📣 Announce
Tap the 3 dots on the top right, to the right of the word "Contacts."	‹ **CONTACTS** ⋮ 🔍 Search Contacts
Tap "Add contact."	‹ **MANAGE CONTAC...** Add Contact Add Group Block Contacts Import Contacts Enabled

Enter a name and phone number, then select "Save"	

Making a Phone Call
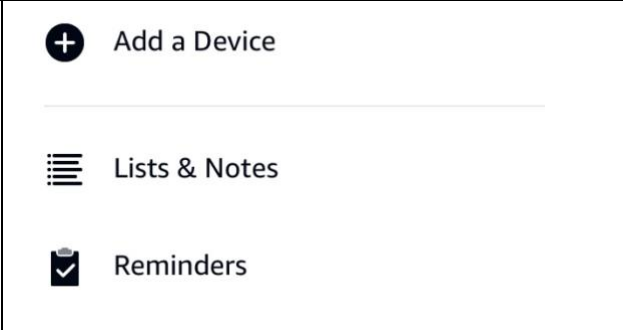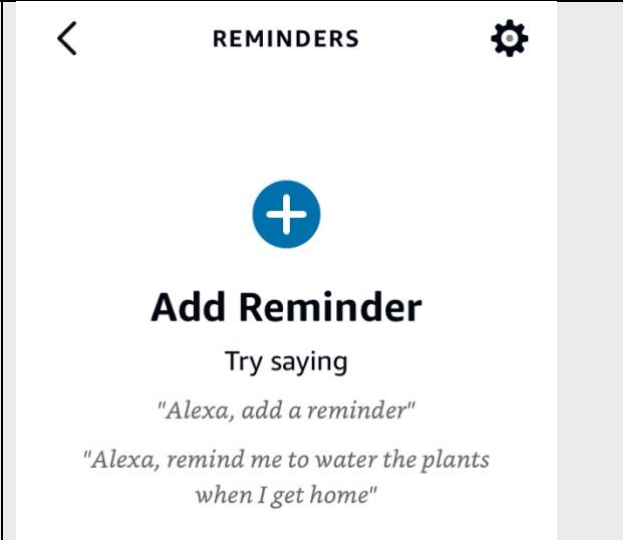
You can use your voice to make calls.
Say:
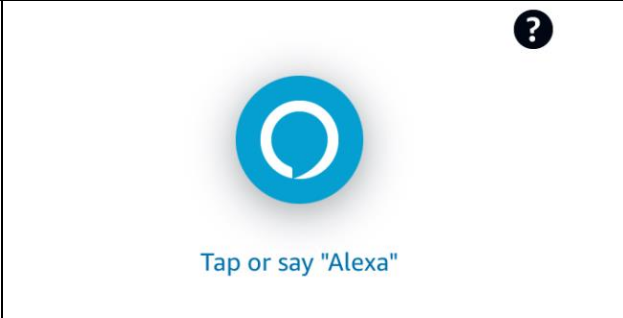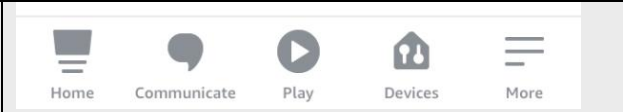
- "Call [Name's] Echo."
- "Call [Name's] mobile."
- "Call [Name] on his home phone."
- "Call [Name] at work."
- "Call [Name's] office."
- "Call [Mom/Dad/Grandma]."
- If someone isn't in your contacts, you can call by saying "Call [number]."
- If you misplaced your phone, you can call it by saying, "Call my phone."

Answering a Call

If you receive a voice or video call on the Amazon Show, you can see the contact name of the caller. You can then either answer the call by saying "Alexa, answer" or reject the call by saying "Alexa, ignore."
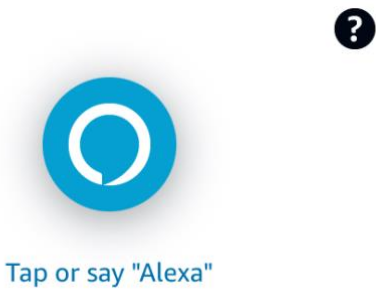
Reminders

To set a **Reminder**, open the Alexa app.	Tap or say "Alexa"
Open More.	Home Communicate Play Devices More
Select Reminders.	Add a Device Lists & Notes Reminders
Select Add Reminder, then enter the details you want, including the Alexa device you want to announce the reminder and whether the reminder repeats.	REMINDERS Add Reminder Try saying "Alexa, add a reminder" "Alexa, remind me to water the plants when I get home"

You can also use your voice to set a reminder on your Amazon Echo Show By saying "Alexa, remind me to take out the trash every Thursday at 8:00 in the morning."	Cancel **ADD REMINDER** Save Remind me to Take medicine ● At a time ○ At a location Announces from Start date — Thu, Feb 11 Repeat — Daily 2 times a day Time — 7:00 AM, 7:00 PM

* It is important to note that reminders are only announced twice. If you're in another room when Alexa announces your reminder, you might miss it. If you need a reminder to do something important that you can't miss, you may want to set an alarm instead.
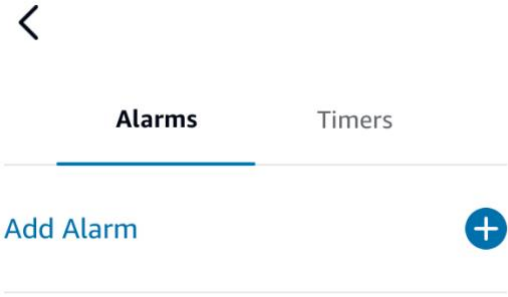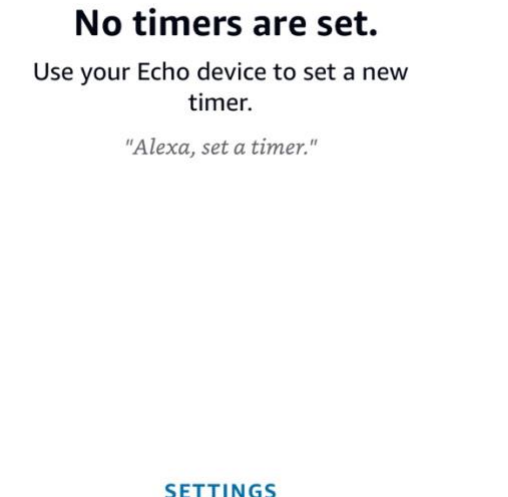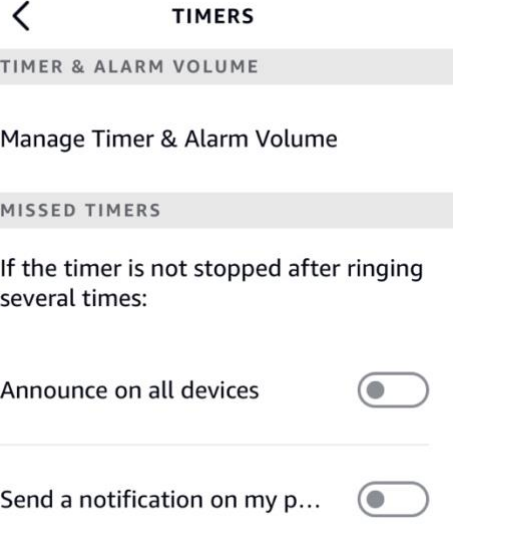
How to Set an Alarm

To set an **Alarm**, open your Alexa app.	❓ ◯ Tap or say "Alexa"
Open More and select Settings.	🛒 Home 💬 Communicate ▶ Play 🏠 Devices ≡ More

Select Alarms.	≣ Lists & Notes ☑ Reminders ⏰ Alarms & Timers
Select Add Alarm.	**Alarms** Timers Add Alarm ⊕
Enter the Amazon device you want to announce the reminder, the time/date of the alarm, and repetition. You can customize the alarm sound with one of the available tones or phrases. You can also use your voice to set an Alarm on your Amazon Echo Show by saying "Alexa, set an alarm for (time of day)" or "Alexa, set a repeating alarm for (day of the week) at (time)."	6 00 AM 7 01 PM 8 02 9 03 Device Select Repeat Does not repeat Date Tomorrow Sound Select
You can snooze a reminder or alarm for fifteen minutes by saying "Alexa, snooze". You can stop an alarm or reminder by saying "Alexa, stop."	

Note: There is no way to name the Alarm so if you need to remember the task, set a reminder instead.

How to Set a Timer

To set a **Timer,** use your voice to set a timer on your Echo device by saying "Alexa, set a timer for (minutes)." You can name timers such as "Alexa, set a homework timer for (duration) minutes." Access active timers by toggling from Alarms to Timers in app.	< **Alarms** Timers Add Alarm ⊕
Active timers are visible from Alexa app. To change Timer sounds, devices on which Timers are played, and notification settings, tap "Settings" at the bottom of the screen.	**No timers are set.** Use your Echo device to set a new timer. *"Alexa, set a timer."* SETTINGS
If the timer rings multiple times and isn't manually stopped, you can announce the Timer to a caregiver's Amazon device or phone.	< TIMERS TIMER & ALARM VOLUME Manage Timer & Alarm Volume MISSED TIMERS If the timer is not stopped after ringing several times: Announce on all devices ◯ Send a notification on my p… ◯

Remote Set Up

If the person who will be using the Echo Show might have difficulty setting it up, family members or caregivers can help with the setup remotely. These instructions are to be used you are setting up an Echo Show for a person who lives in a different location. *If the person is able to go through the set-up steps independently or someone is helping set up an Echo Show in the household where the person lives, use Amazon Echo Show: Set Up instructions.*

Note: *If you're gifting an Echo Show and want to do remote setup, send the device to yourself first and choose the gift option at shipping to prevent your account from syncing with the device.*

Before sending the Echo Show to the person, you can save their Wi-Fi network to it to help with setup. The person who will be using the Echo Show will need an email address with a known password and an Amazon account with a password. If they do not have an existing Amazon account, create one before beginning set up. It is not necessary to have an Amazon Prime account to use the Echo devices.

Note: It is not advisable to share an Amazon account with a user who lives in another setting as notifications and changes made on one device will appear on all devices on that account.

|	
My email address:	
My email password:	
My Amazon account:	
My Amazon password:	
My Wi-Fi network is called:	
My Wi-Fi network password:	
My Alexa helper:	

Set Up Your Echo Show

To get started, plug the included power adapter into a power outlet, then into your device. The Echo Show will automatically turn on. There is no power button.

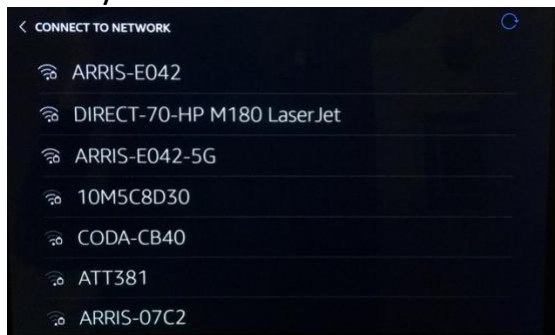There are three external buttons located at the top of the Echo Show: Mute, Volume Up, Volume Down.

[Modified instructions from information available at Amazon.](#)

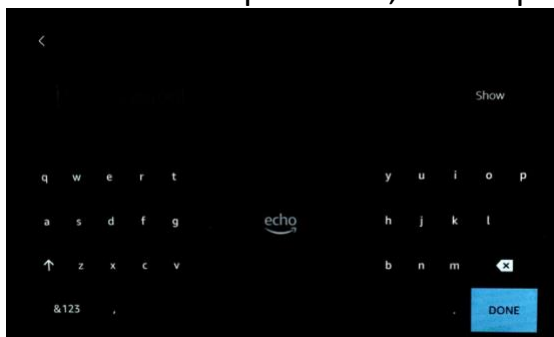**Follow the on-screen prompts to:**
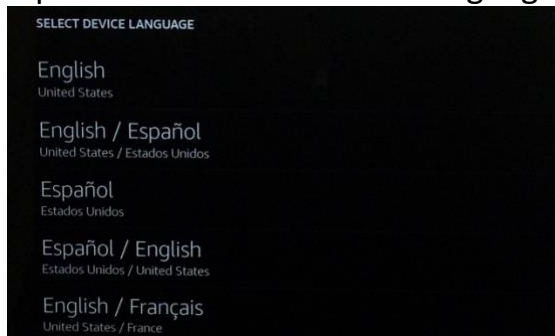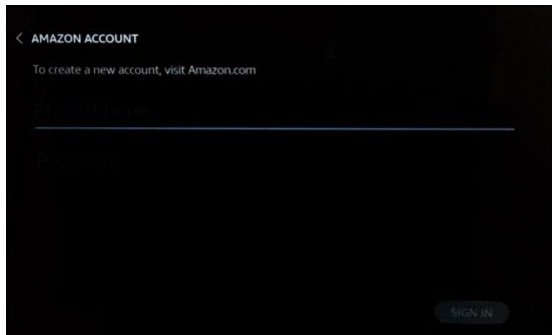
1. Tap the screen and select a language.

2. Select your Wi-Fi network name from the list of available networks.

3. Enter the Wi-Fi password, then tap done in the bottom right corner.

4. Type in the person's Amazon account email and password and tap Sign in at the bottom.

5. Confirm the time zone and tap Continue to complete setup.

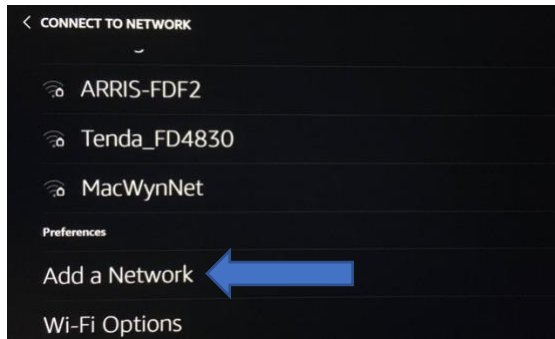**After setup is complete, use the following steps to save the person's Wi-Fi network:**

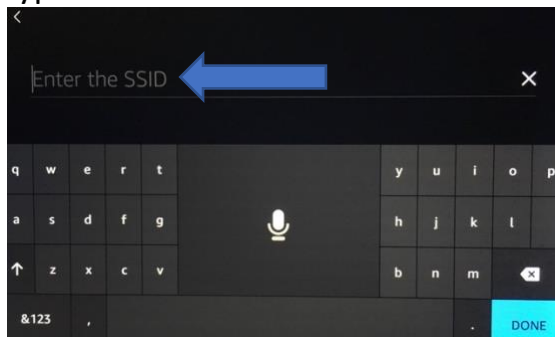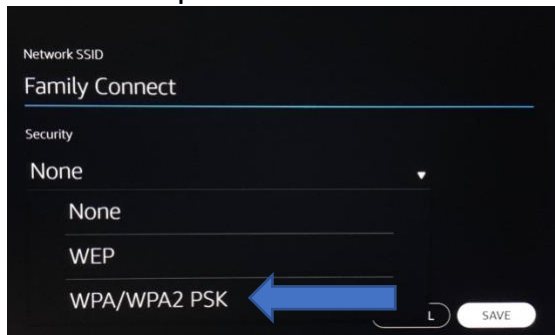1. Swipe down from the top of the Echo Show screen and select Settings.

2. Select Network.

www.atk.ku.edu / 800-526-3648 / Going Home TRANSITION
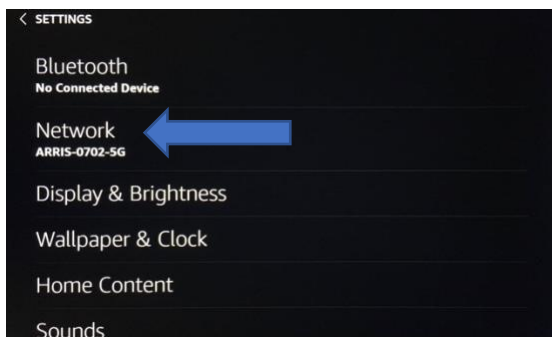
3. Scroll down and select Add a Network under Preferences.

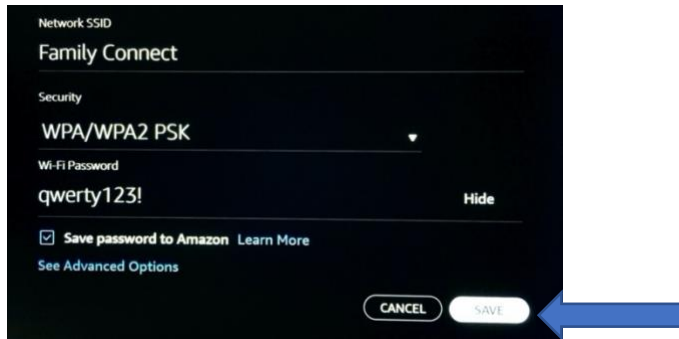4. Type in the name of the network that will be used.

5. Use the drop-down arrow under Security and select WPA/WPA2 PSK.

6. Type in the password (case sensitive) under Wi-Fi Password.
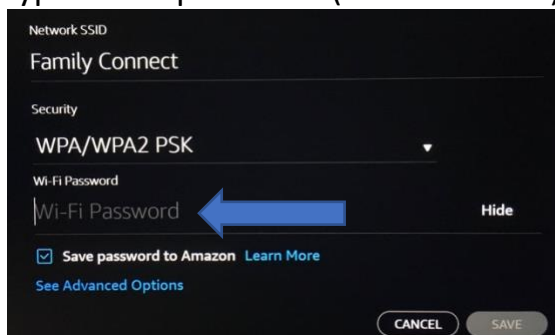
7. Select Save.

8. You can now unplug Echo Show, re-package it and send it to your loved one. Echo Show will connect to your loved one's Wi-Fi network after they receive it and plug it in. They will need to enter their Amazon account password on the screen for security purposes.

9. Help the recipient decide the best location to set up your Amazon Show. Choose a place close to an outlet where the cord won't be a tripping hazard or come into contact with water. Put it in a place away from areas where you need privacy, and where the camera has good lighting for the clearest picture.

Set Up

These instructions are to be used if the person is able to go through the set up steps independently or someone is helping set up an Echo Show in the household where the person lives. *If you are setting up an Echo Show for someone who lives in a different location, use the Amazon Show: Remote Set Up.*

The person will need an email address with a known password and an Amazon account with a password. If they do not have an existing Amazon account, create one before beginning set up. It is not necessary to have an Amazon Prime account to use the Echo devices.

Note: *It is not advisable to share an Amazon account with a user who lives in another setting as notifications and changes made on one device will appear on all devices on that account.*

My email address:	
My email password:	
My Amazon account:	
My Amazon password:	
My Wi-Fi network is called:	
My Wi-Fi network password:	
My Alexa helper:	

Set Up Your Echo Show

To get started, plug the included power adapter into a power outlet, then into your device. The Echo Show will automatically turn on. There is no power button.

There are three external buttons located at the top of the Echo Show:
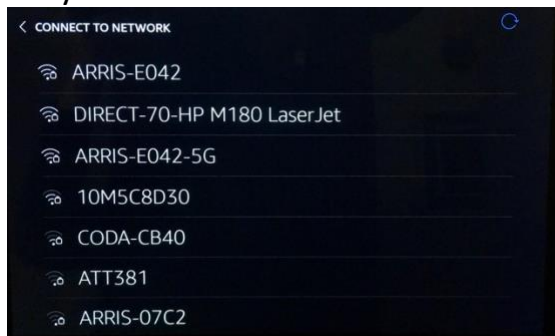- Mute
- Volume Up
- Volume Down

Modified from information provided at Amazon.
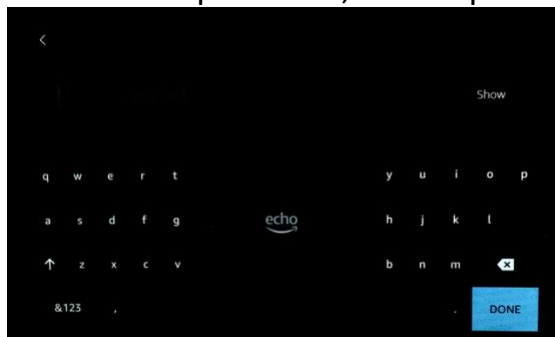
Follow the on-screen prompts to:
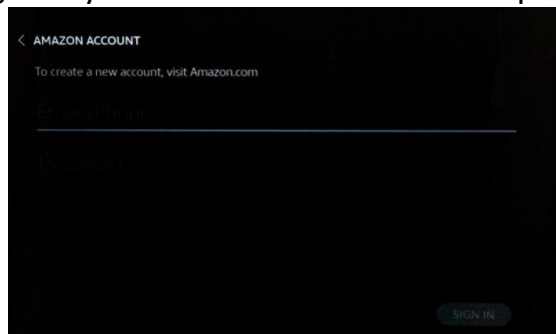
1. Tap the screen and select a language.

2. Select your Wi-Fi network name from the list of available networks.

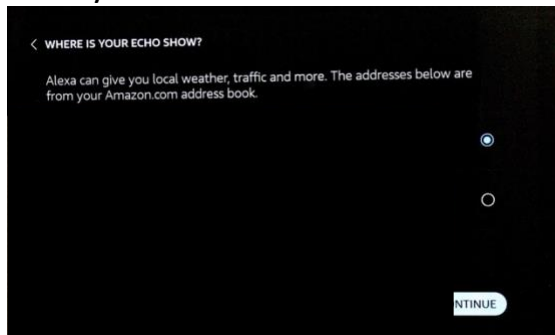3. Enter the Wi-Fi password, then tap **done** in the bottom right corner.

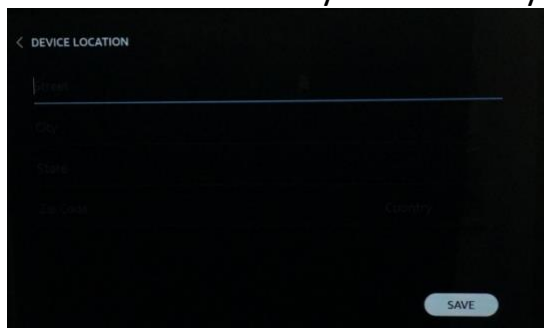4. Log into your Amazon account and tap Sign In at the bottom.
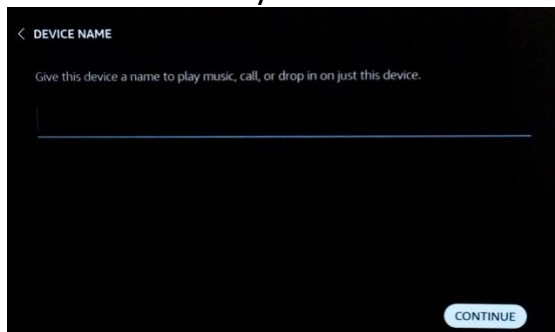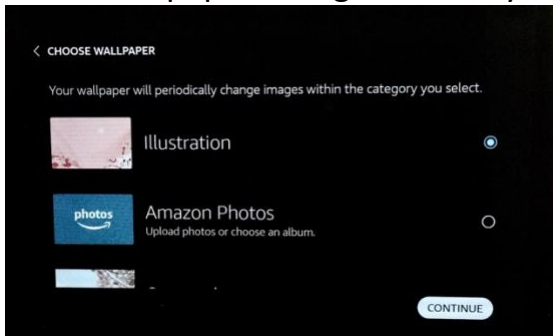
5. Confirm your time zone.

6. Confirm your address.

7. Confirm the location of your device by its location in the house.
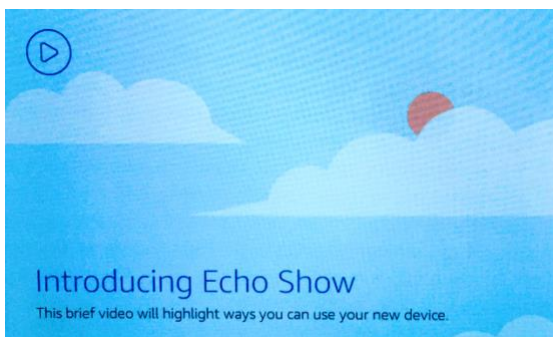

8. Choose a name for your device.

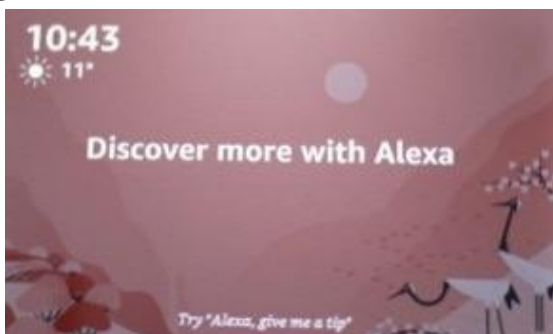9. Choose a wallpaper background for your device.

10. Follow the on-screen steps to review your available offers.

11. Watch the introduction video.

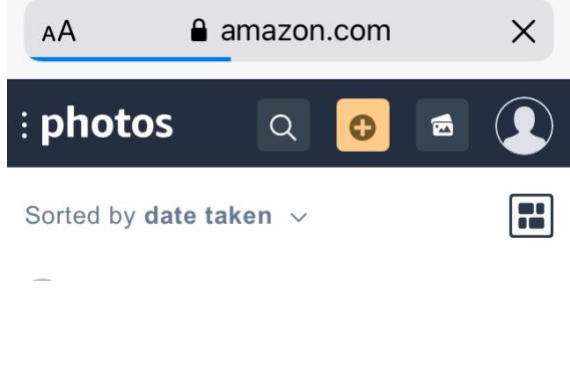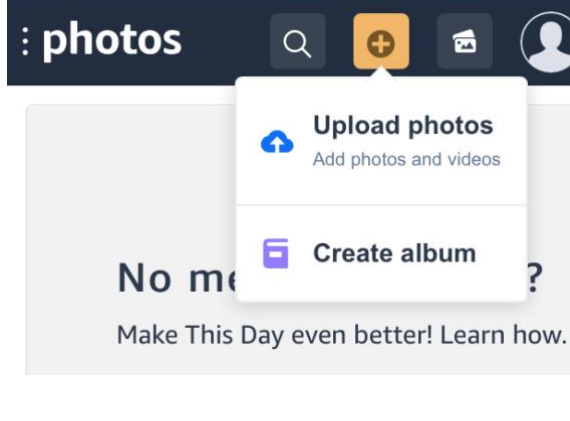12. When you see the home screen with rotating pages, your device is ready to use.

13. Decide the best location to set up your Amazon Show. Choose a place close to an outlet where the cord won't be a tripping hazard or come into contact with water. Put it in a place away from areas where you need privacy, and where the camera has good lighting for the clearest picture.
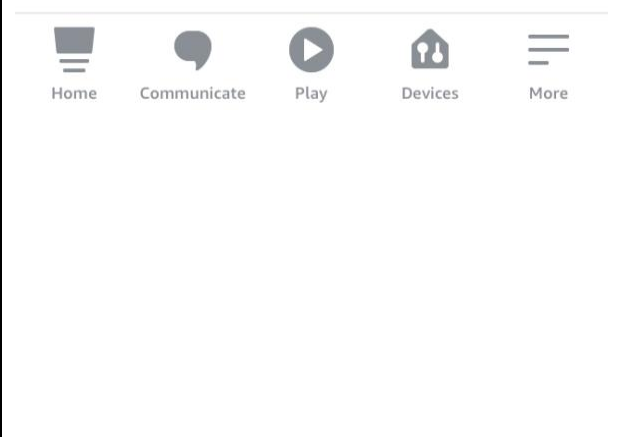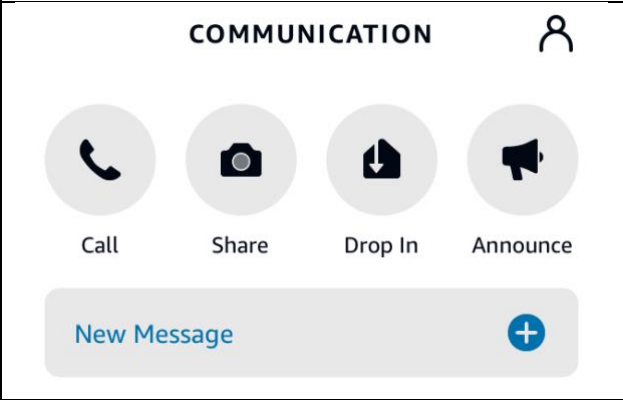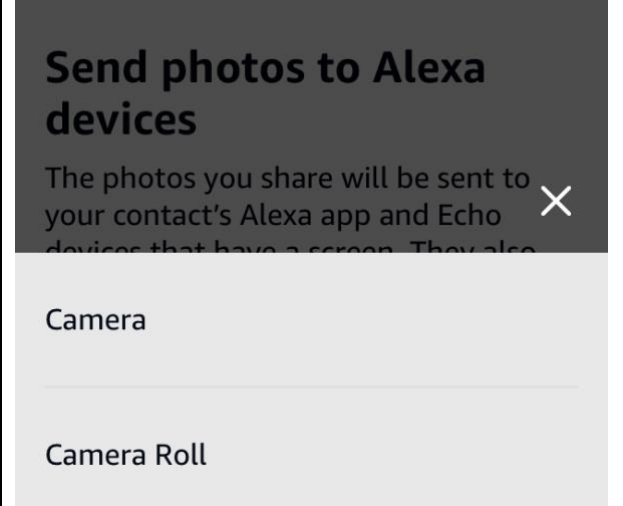
Sharing Photos

You can share photos with friends and family on your Amazon Echo Show using the Alexa app.

You will need to store the photos that you want to share in Amazon Photos. Amazon Photos is a secure online storage service for your photos. Amazon customers without a Prime account get 5G of free storage space. Amazon Prime customers get free unlimited photo storage.

Friends and family can upload photos into Amazon Photos using a web browser:

Open Amazon Photos https://www.amazon.com/photos	
Select the Add icon on the top menu bar, which looks like a yellow +. Choose Upload photos or Create album, then select the photos you want to share.	

To share photos with other people on your contact list:

Open the Alexa app and select **Communicate.**	Home Communicate Play Devices More
Select **Share.**	COMMUNICATION Call Share Drop In Announce New Message
Select a photo. The photo can't exceed 120 MB.	**Send photos to Alexa devices** The photos you share will be sent to your contact's Alexa app and Echo devices that have a screen. They also Camera Camera Roll

Select a contact, then select **Share.**
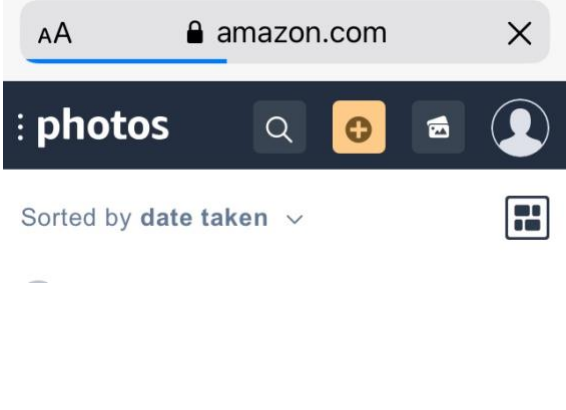
To view photos:

Say, "Alexa, show my photos."

Deleting shared photos:

When you delete a photo, the person can no longer view the photo on their Amazon Echo Show or Amazon Photos app.

Note: Deleting photos from the Amazon Photos app will not delete the shared photo entirely if the recipient has downloaded a copy to their device, or shared it with someone else.

Photos can be deleted using a web browser:

Open Amazon Photos https://www.amazon.com/photos	
Choose photos you want to delete.	

Select **Move to Trash**, click on **Delete.**	
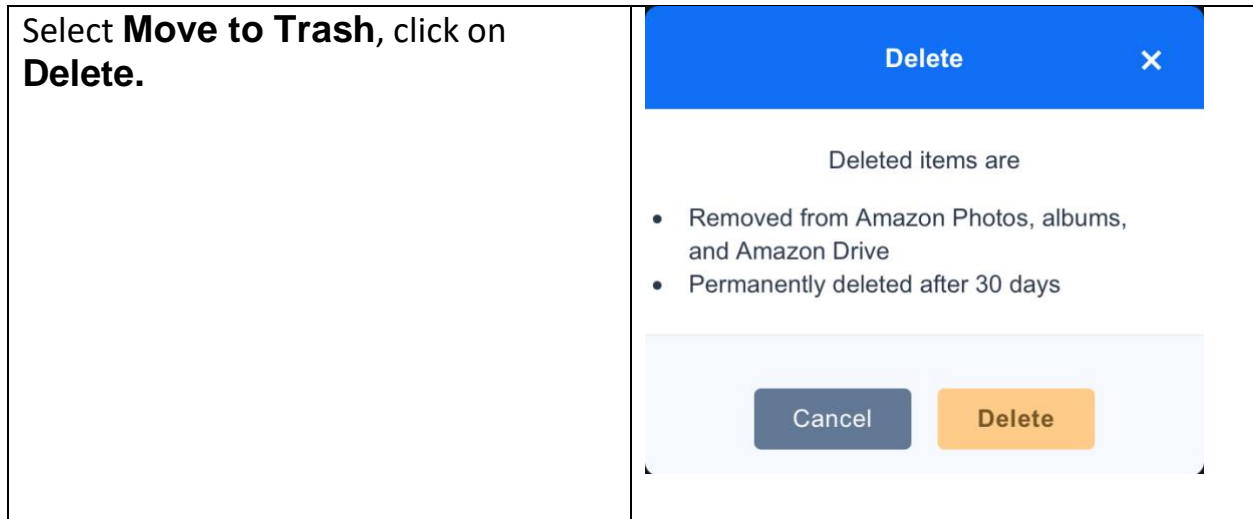
Deleted items from Amazon Photos are added to your Trash folder.

Silk Browser - Internet

To use the internet on your Amazon Echo Show, you can use the internet browser called Amazon Silk.
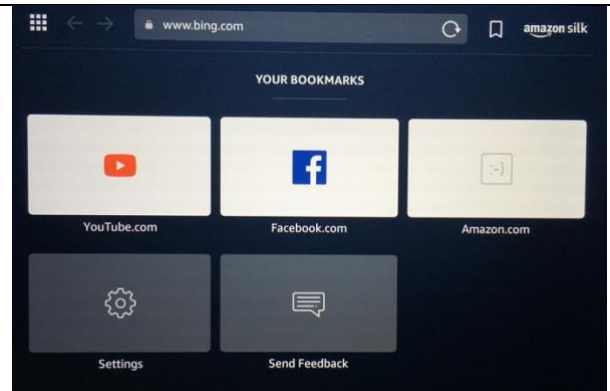
Using the browser, you can:

- Search for information
- Use social media
- Watch videos
- Bookmark frequently used websites

Note: The Echo Show also has Firefox, if that is your preference. The Silk browser tends to format web pages best on the Echo Show. To choose a default browser, go to **Settings > Device Options > Web Options > Browser.**

How to Use the Amazon Silk Browser:

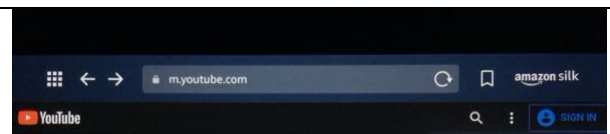|	
Say "Alexa, open Silk." The browser window will appear.	
You can type the URL address into the top bar. You can also type search words into the URL bar, and Silk will search for webpages with that information.	
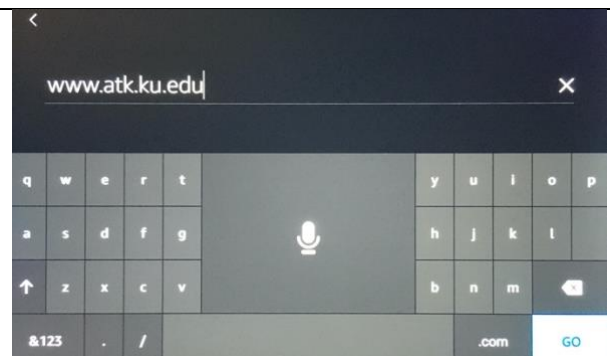
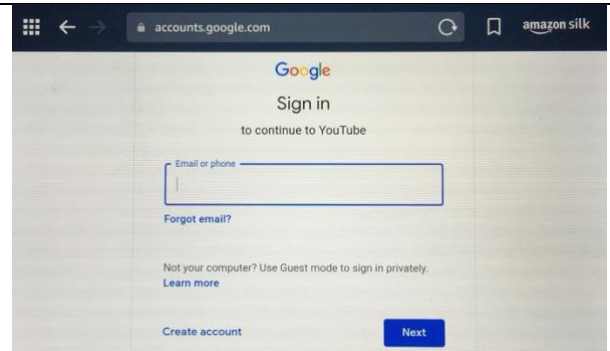| You can also say "Alexa, go to [website name]." Silk will pull up that website directly.	

How to Use YouTube in Amazon Silk
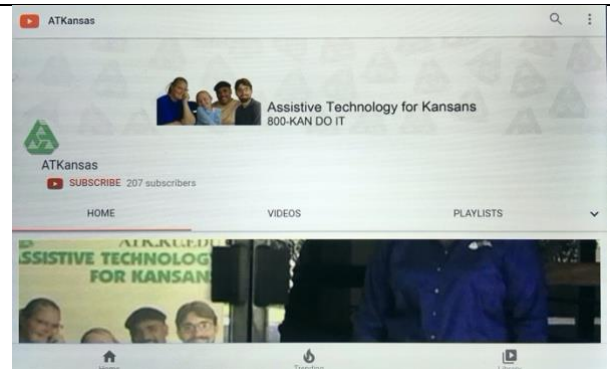
From the home screen, you can just say, "Alexa, open YouTube." It will pull up the YouTube home page.	
If you have a YouTube or Google account, log in by tapping the "Sign In" link and type your username and password.	
Search for videos in the top search bar and tap the arrow. If you have the address of the video you want, type it into the URL bar.	

How to Use Facebook in Amazon Silk

Say "Alexa, open Facebook." It will pull up the Facebook home page. Type in your email address or phone number and your password to log in to your account. You can now access your Facebook news feed.	

Note: Facebook Messenger is not yet available for the Amazon Echo Show.

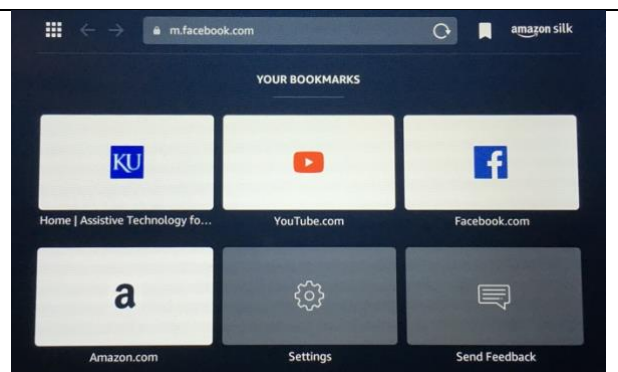## How to Make a Bookmark

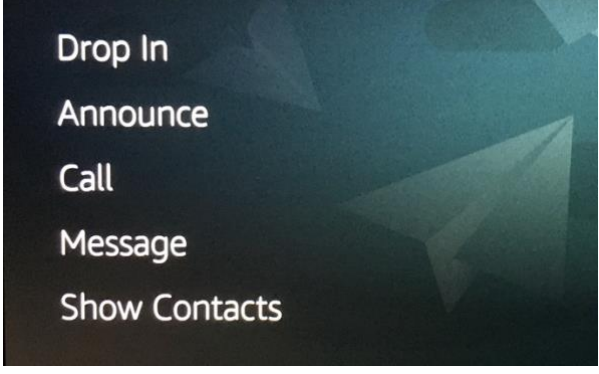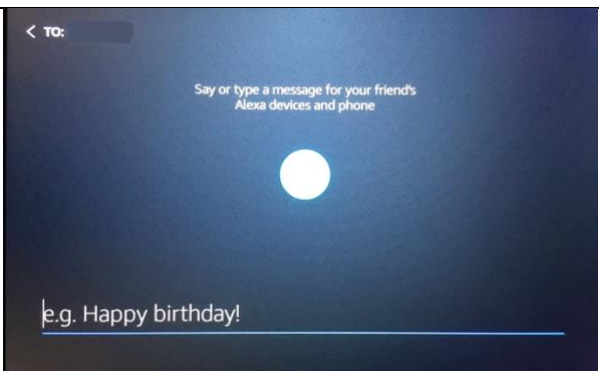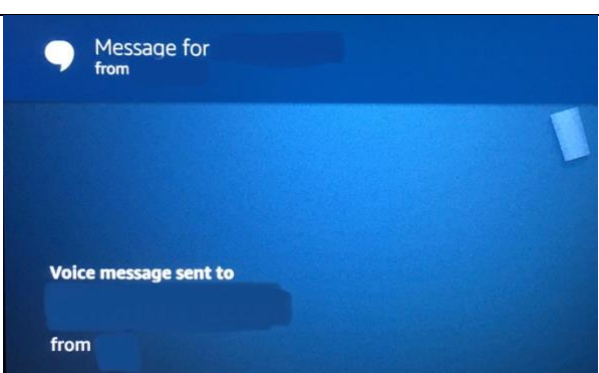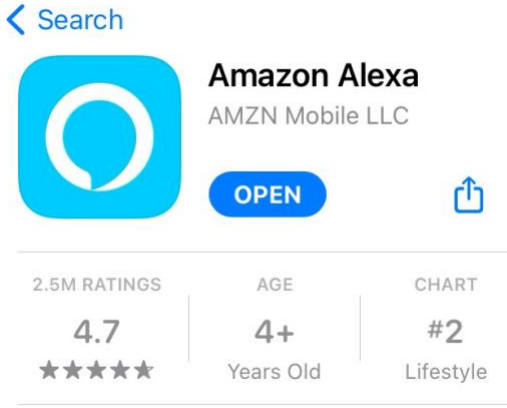|	
Once you see your homepage, you can set a bookmark by tapping the bookmark icon to the right of the URL box.	
The bookmark icon will be filled in if a bookmark has been set for the page. Otherwise, it will be light.	
You will now see the bookmarked page when you tap the bookmarks icon in the top left corner.	

Texting
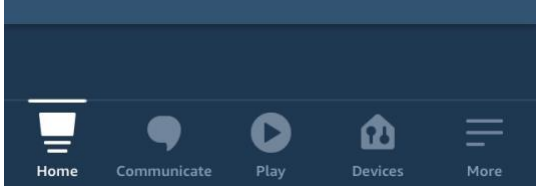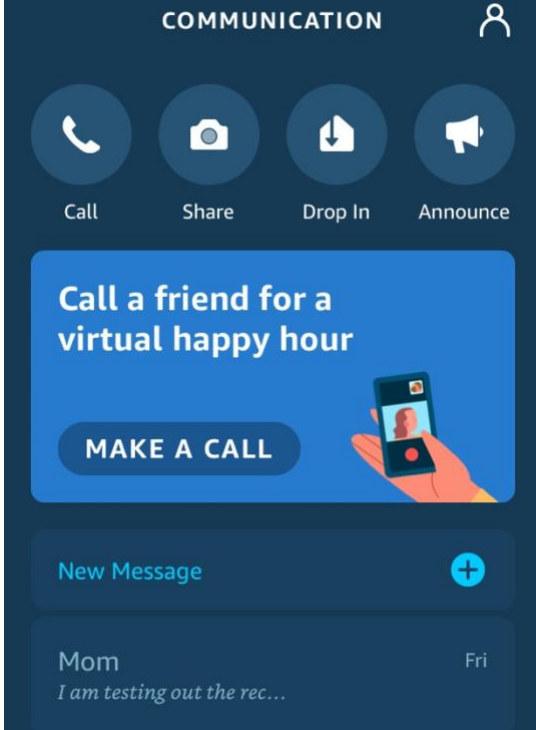
You can use your Amazon Show and Alexa app to send and receive text messages to other people's Alexa devices or Alexa app.
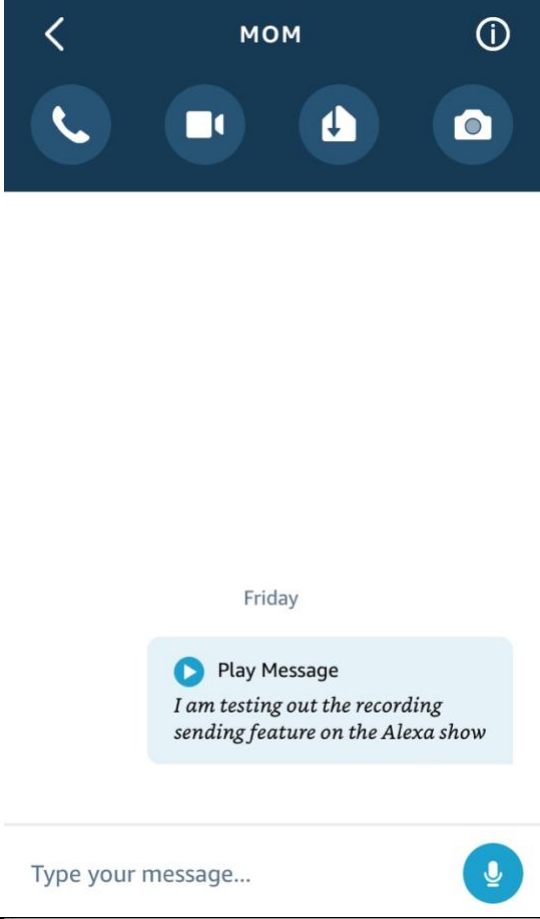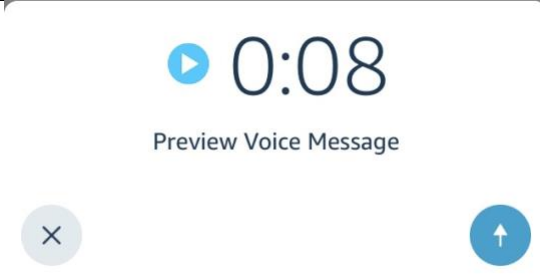
You'll need an iPhone with iOS 9.0 or higher or an Android phone with Android 5.0 or higher.

How to send a text with an Alexa device:

Say "Alexa, send a message." Alexa will ask for the name of the recipient. Choose a name from your contact list in the Alexa app. You can also do this by going to the Communicate menu by swiping left on the home screen, then tap Message.	
Alexa then asks for the text of the message. Dictate your message.	
Confirm that the message is correct, and then Alexa will send it.	
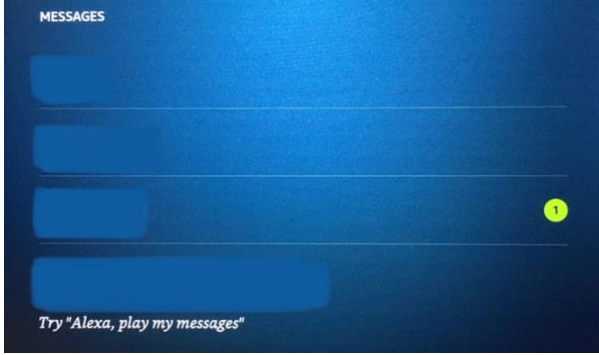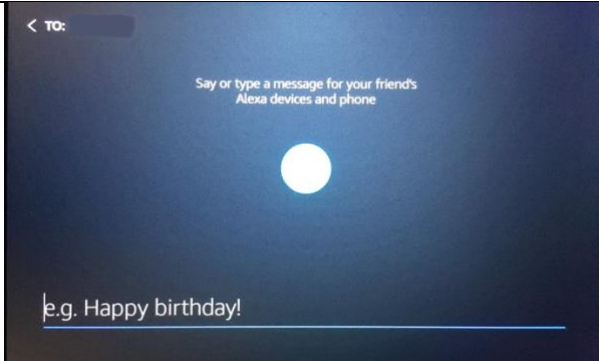
How to send a text message from the Alexa app:

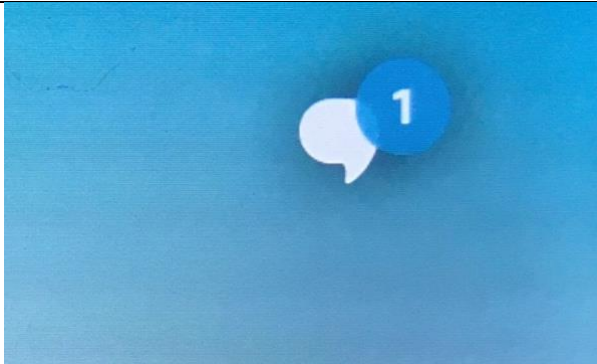|	
Download the Alexa app on your mobile phone.	‹ Search **Amazon Alexa** AMZN Mobile LLC **OPEN** ⬆️ 2.5M RATINGS AGE CHART 4.7 4+ #2 ★★★★★ Years Old Lifestyle
Tap on the "Communicate" icon.	Home Communicate Play Devices More
Tap on New Message, which will show you all the contacts that Alexa is able to message.	**COMMUNICATION** 👤 📞 📷 📥 📣 Call Share Drop In Announce **Call a friend for a virtual happy hour** **MAKE A CALL** New Message ➕ Mom Fri *I am testing out the rec…*

Tap on the name of the contact you wish to message.	
Hold down the microphone icon and dictate your message, or tap on the keyboard icon and type your message. You can preview the message, tap the X to delete it, or the arrow to send it.	

How to see a received message on Alexa:

If you receive a message from another Alexa contact, the notification appears on your Echo device.	

To hear the message, say: "Alexa, play message." Alexa tells you who the message is for and asks if you want to hear it. Say: "Yes," and Alexa plays the message.	
Your phone also displays a notification that you've received a message through the Alexa app. Tap on the message or open the Alexa app to view it. You can then tap on the Play button to hear it read aloud.	
You can even respond to an existing message in the Alexa app or with the Echo Show device. Go to Communication, tap Messages, and with the message displayed on the screen, dictate your response.	

Transportation Plan (Keep this Information handy!)

You and your helper decide what works best for you. Where do you go most often?

Choose a reliable transportation option. Will you use a rideshare app service, or call public transportation for rides?

My technology helper:	
My device:	
Important to know before scheduling the ride:	
Important things to bring with me when I go out:	
Emergency contact:	

If you schedule rides with an app:

My service provider:	
What I say to open that app:	
My log in username:	
My log in password:	
How I use my device to get a ride:	

If you schedule rides with a phone call:

My service provider:	
Transportation phone #:	
Hours open:	
How I use my device to get a ride:	

Finally, use your device to test out what it's like to schedule transportation to a common destination.