Your Map To Understanding Your Amazon Alexa









CENTER FOR INNOVATION AND WELLBEING





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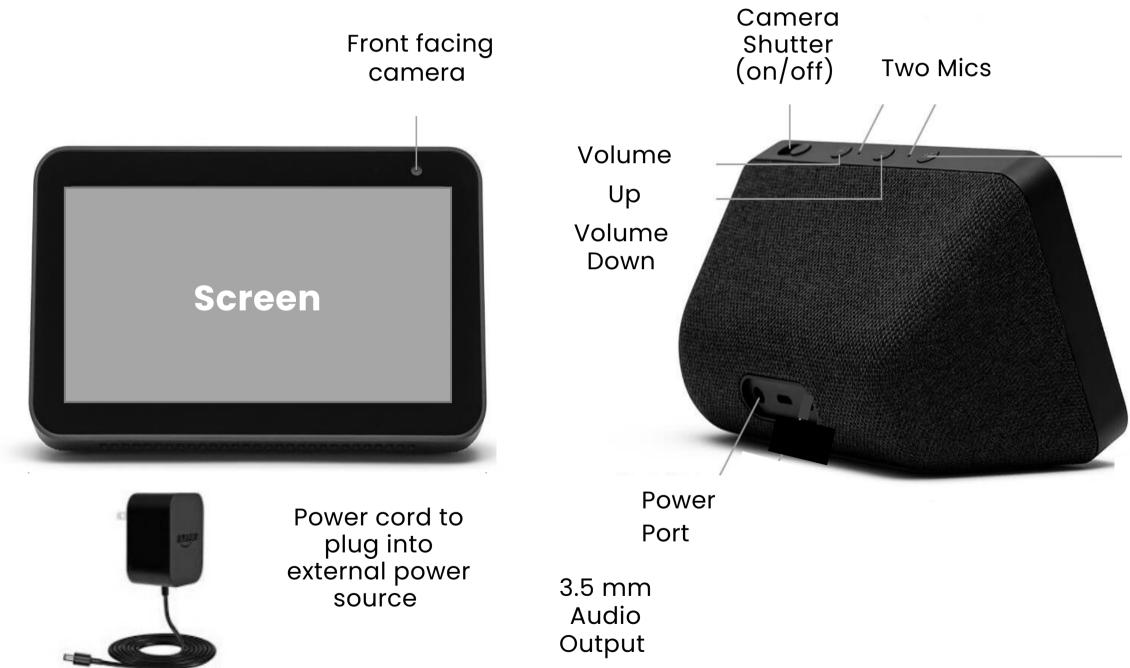
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Chapter 1: Get To Know Your Alexa

About the Device: Echo Show



Mics/Camera Button (on/off)

Plugging in your Alexa



1. Find a central location in your apartment where you want the device to be located.

2. Plug in cord to power port in the back of the device.

3. Plug electrical cord into power source.

4. Screen will take approximately one minute to turn on.

5. Keep your device plugged into the power source.

Connecting your Alexa Show to WiFi



Your device is already connected to WiFi so all you need to do is plug in your device into an outlet within your apartment to begin using your device.



How Alexa Works: The Wake Word, "Alexa"



Your new device is **VOICE** activated. When you have a request for Alexa, you need to say "Alexa." Only after your device detects the wake word is Alexa listening to your requests.

If you already have an Echo device (Dot, Show, Kindle, etc.) we can change the wake word to another option.

You will always be able to tell when Alexa is listening to your request because a blue light indicator will appear on your device.



Blue light bar on Echo Show

TIP: How to Speak to Alexa





- Speak with authority!
- by "please" and "thank you".
- for Alexa to respond to you.
- Treat Alexa like a child or a pet, command it!

• Tell Alexa what to do! Don't be too polite. Alexa gets confused

• Give Alexa time to respond. Sometimes it takes a few seconds

• Think of Alexa like a clock-radio that you can talk to. Instead of pressing buttons, you can just ask for what you want.

• Try different things, don't give up. Just ask a different way!

How Alexa Works: Microphone off button



The Amazon Show is built with microphone control. You have the ability to disconnect the microphones at any time.



To disconnect the microphones, just press the microphone off button on the top of the device. A red light will appear on the device, letting you know that the microphones are disconnected and the device cannot detect audio.

To reconnect the microphones, just press the microphone button again, turning them back on.

How Alexa Works: Microphone button

Not sure your microphone is disconnected? The microphone button will display red and a red banner will display at the bottom of the screen, letting you know that the microphones are disconnected and the device cannot detect audio.



Note: You will need to press the microphone button in order to speak with Alexa. The WAKE word will not work when the red banner is displayed.

How Alexa Works: Camera Shutter



The Amazon Show has a built in front-facing camera that enables video calls. To enhance the device's privacy it also has a built in camera shutter.



Use your finger to slide the shutter over the camera using the convenient slider that is positioned right at the top of the unit, above the camera.

A red banner will display indicating the camera is closed.

To reopen the camera to enable use of the camera. Use your finger to slide the shutter to the open position. A white banner will display indicating the camera is open.

Turn on Do Not Disturb feature

This feature will block Alexa from alerting you about incoming calls, messages and notifications. To turn on/off Do Not Disturb do the following:

Step 1: Say, "Alexa, don't disturb me."

Or, you can use the touch screen:

Step 1: Scroll down on the Alexa screen. **Step 2:** Tap Do Not Disturb

To know if your device is in do not disturb mode, a purple banner will appear on the bottom of the screen.





Navigating your device

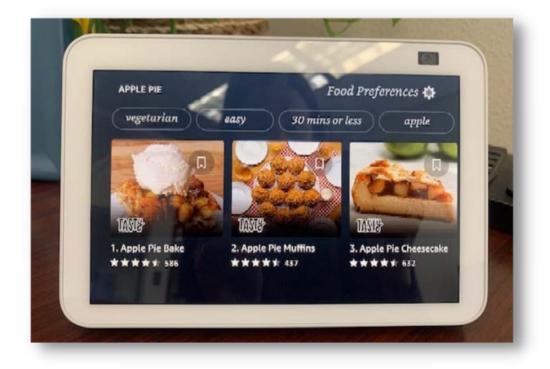
You can navigate our device using both your voice and the touch screen. Here's how:

- Scroll: Say, "Alexa, scroll up" or "Alexa, scroll down." Or you can also swipe in different directions on the screen (left, right, up, and down).
- Media and sound control: Use the following commands: Say...
 - o "Alexa, pause" or "next", "previous", "go back," and "rewind" or "forward [x hours, minutes, or seconds]".
 - o "Alexa, stop"
 - o "Alexa, volume up"
 - o "Alexa, volume down"
 - o "Alexa, volume 5"
 - o "Alexa, volume 3"

For example, let's view a recipe:

- 1. Say "Alexa, search for recipes for apple pie."
- 2. Tap the recipe you want to view. Or say "Alexa, open Apple Pie Bake."
- 3. Alexa will open the recipe you request.

4. To read the recipe, swipe in different directions on the screen (left, right, up, and down).



Identifying the Light Bars

See below to learn what each color on Alexa represents. You can also ask Alexa. Just say, "Alexa, what does your light mean?"

What does the Blue light mean?

A blue bar appears on the screen to indicate that Alexa is listening to you and processing your request.

What does the Red light mean?

A red bar appears when your device's microphone is turned off(muted). You will have to manually press the microphone button on your Echo to turn it back on.

What does the Orange light mean?

An orange bar appears when your device is experiencing connectivity issues.

What does the Green light mean?

A green bar appears when you are receiving a call. It stays for the duration of your call and disappears when you stop the call.

What does the Purple light mean?

A purple bar appears when Do Not Disturb is on. To turn it back on, say, "Alexa, turn off Do Not Disturb."



Main Menu Bar

To view your main menu bar scroll down on the screen using your finger.



1. Tap *Home* icon to return to your main weather display page.

2. Tap Do Not Disturb icon to block Alexa from alerting you about incoming calls, messages and notifications.

3. Tap Alarms to view all alarms that have been set.

Adaptive Brightness

The brightness on your Echo Show will automatically change based on ambient light. If it is darker out, the screen will dim. If it is lighter out, the screen will brighten up.

Alexa will do this for you automatically.

Chapter 2 Your New Assistant, Alexa!



Interacting with Alexa

Here are some helpful tips for interacting with Alexa:

- Always use "Alexa" as the wake word. Once you say her name, "Alexa," she will listen to you.
- Interact naturally with Alexa. Talk at a normal pace and volume. Give her direct questions and commands.
- If you ever miss one of Alexa's responses or need her to repeat something, just ask. Say, "Alexa, can you repeat that?" or, "Alexa, can you say that again?" She will repeat what she just said as many times as you need.

Here are some simple things to ask Alexa to get started:

News

- "Alexa, what's my flash briefing?"
- "Alexa, what's in the news?"
- "Alexa, open AARP."
- "Alexa, play Fox News."
- "Alexa, play CNN."

Weather

- "Alexa, what's the weather?"
- "Alexa, what's the weather on Wednesday?"
- "Alexa, what's the temperature outside?"
- "Alexa, will it rain today?"
- "Alexa, what is the weather like in [city name]?"

Everyday Information

- "Alexa, what time is it in [city or country]?"
- "Alexa, how do you spell [word]?"
- "Alexa, how do you make [recipe]?"
- "Alexa, show me a recipe for [food]."

Sports

- "Alexa, play ESPN on iHeart Radio"
- "Alexa, play Fox Sports Radio"

• "Alexa, who won the Sacramento Kings game?"

Weather

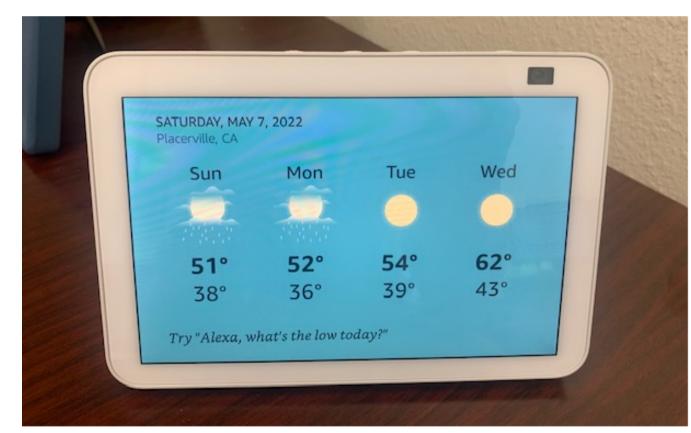
Curious about the forecast for today, tomorrow or later this week? Ask Alexa. She will read it to you and display the forecast on her screen.

- "Alexa, what's the weather?"
- "Alexa, what's the weather on Wednesday?"
- "Alexa, what's the 7-day forecast in [city name]?"
- "Alexa, what's the temperature outside?"
- "Alexa, will it rain today?"
- "Alexa, what is the weather like in [city name]?"

If you do not say a city name, Alexa will use your current location as a default.



"Alexa, what's the weather on Saturday?"



"Alexa, what's the forecast for the week?" Alexa will read the weather and rotate the seven-day forecast on the screen.

News

Use Alexa to listen or even watch the news. Note: not all news stations have video. Most are audio only. Say, **"Alexa, play the news."**

Browse all available news by swiping left on the screen and tapping "all channels" or say **"Alexa, show me all channels**." Tap the news station you want to listen or watch or say, "Alexa, play [network name].





"Alexa, play the news."

Swipe left until you see "All channels" and tap to select.

News

Looking for a particular news network? Say, "Alexa, play [network name] to pull up individual channel." Channels that currently have streaming video are: CBS News, ABC News, USA Today, Fox Weather, BNC News, People, ET Live, Cheddar News, Court TV, TD Ameritrade, Reuters, LIVENow, Fox Soul and i24News Updates.

• Say, "Alexa, play CBS News".

News Podcasts

You can also listen to News Podcasts a<u>s well. These will be</u> audio only.



NPR News

News from NPR. Say, "Alexa, play NPR"



CNN Flash Briefing

News from CNN. Say, "Alexa, play my flash briefing."



Fox News Radio

News from Fox News Radio. Say, "Alexa, play Fox News Radio."



ESPN Radio

Sports news and talk from ESPN. Say, "Alexa, open ESPN Radio."



Alarms with Alexa

Alexa is an amazing alarm clock, so you can wake up to your favorite radio station or even a personalized news bulletin, using just voice commands.

Setting an Alarm

1.Say, "Alexa, set an alarm for [time]."

- 2. Alexa will then confirm with you, normally questioning AM/PM, if you forgot to say. You can also add as many alarms as you want, so it's fine to add ones for you and your partner.
- 3. When your alarm sounds, just say, **"Alexa, turn off"** or whatever you can muster. But don't forget **"Alexa, snooze"** for that all-important 10 extra minutes.
- 4.Or tap "dismiss" on the device and it will snooze your alarm

To view all your alarms: Say, "Alexa view alarms". To cancel an alarm: Say, "Alexa cancel alarms".



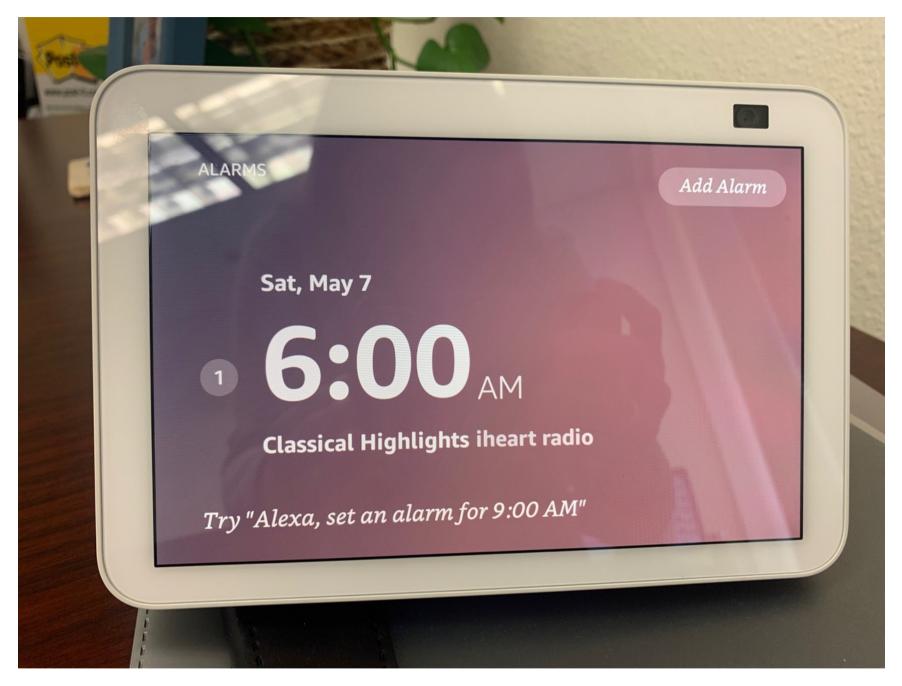
"Alexa, set an alarm for 10:50am."

Music Alarms with Alexa

Setting a Music Alarm

- 1.Say, "Alexa, set an alarm for [time] to wake up to [music genre]."
- 2. Alexa will then confirm with you, normally questioning AM/PM, if you forgot to say. She will also ask you if you would like your default alarm sound to be that music genre.
- 3. When your alarm sounds, just say, **"Alexa, turn off"** or whatever you can muster. But don't forget **"Alexa, snooze"** for that all-important 10 extra minutes.
- 4.Or tap "dismiss" on the device and it will snooze your alarm

To view all your alarms: Say, "Alexa view alarms". To cancel an alarm: Say, "Alexa cancel alarms".



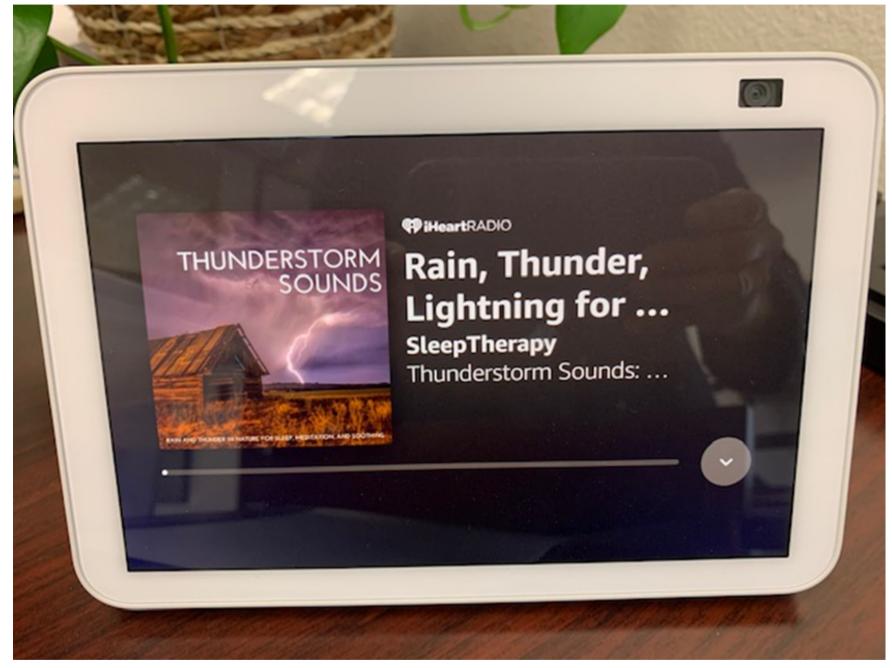
"Alexa, set an alarm for 6:00am to wake up to classical music."

Setting Bedtime Music

Your Alexa makes for an amazing radio to drift off to sleep. You can set bedtime music to play for as long as you would like.

- 1.Say "Alexa, play sleep sounds." Alexa will play sleep therapy from iHeart Radio.
- 2. Alexa will play sleep sounds as you drift to sleep.
- 3. If you want to ensure Alexa turns off say, "Alexa, turn music off in [X] minutes." or "Alexa, turn music off in [X] hours."

To stop music at any time: Say, "Alexa , stop."



"Alexa, play sleep sounds."

• "Alexa, set a reminder to take my medication at 2:00pm."

You can use Alexa to set reminders for all of the things you need to

• "Alexa, set a reminder to call Matt for his birthday at 12:00 pm."

• "Alexa, set a reminder to watch the Andy Griffith show at 8:00

Timers

Reminders

remember.

pm."

You can use Alexa to set timers! Just say:

• "Alexa, set a timer for [time]."

(If using multiple timers, assign a name to the timer)

Here are some additional commands to try for setting alarms, reminders, and timers:

- Alexa, set alarm for 8 am."
- "Alexa, wake me up every day at [time]."
- "Alexa, wake me up at [time] to [music or radio station]."
- "Alexa, snooze." [For nine minutes]
- "Alexa, set a timer for [X minutes]."
- "Alexa, set a 10-minute timer."
- "Alexa, how long is left on the timer?"
- "Alexa, stop the timer."



"Alexa, set a reminder to take my medication at 2:00pm."

Music and Podcasts

Your Alexa is already connected to iHeartRadio. Use it to play anything on iHeartRadio. Try the following commands.

You can ask Alexa to listen to any music radio or genre you want.

- "Alexa, play [music genre]"
- "Alexa, play podcast [title] on iHeartRadio."
- "Alexa, play [artist name] radio on iHeartRadio."
- "Alexa, play [radio station name] on iHeartRadio"

You can also control the volume of music by using your voice.

- "Alexa, louder/quieter."
- "Alexa, pause music."
- "Alexa, stop."
- "Alexa, stop the music in 10 minutes."



Say **"Alexa, play The Monkees** on iHeart Radio."

Alexa will pull up the playlist for The Monkees on iHeart Radio.

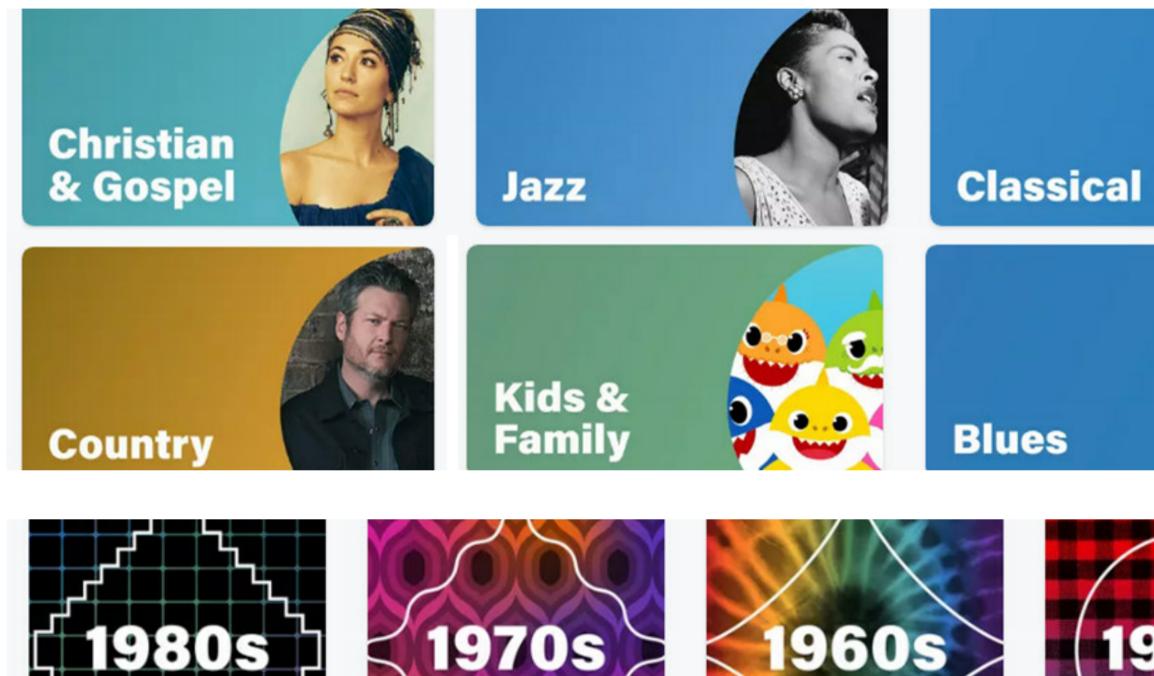


Say **"Alexa, play NBC News Radio on iHeart Radio."**

Alexa will pull up the podcast on iHeart Radio.

Sample Music Playlists Available

Here are some genres and playlists available on iHeart Radio:







- "Alexa, play Christian music."
- "Alexa, play jazz music."
- "Alexa, play classical music."
- "Alexa, play country music."
- "Alexa, play blues music."
- "Alexa, play kids and family music."



- "Alexa, play 1980s music."
- "Alexa, play 1970s music."
- "Alexa, play 1960s music."
- "Alexa, play 1950s music."
- "Alexa, play 1940s music."

Sample Music Playlists Available

iHeartRadio will play a collection of artists that are similar to the one requested. Not all artists will have an associated iHeart radio playlist.



Feat. Queen, and more

Feat. The Kinks, and more



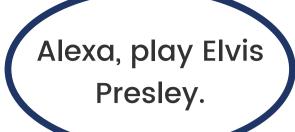
Feat. AC/DC, and more



Queen Feat. AC/DC, and more



Marvin Gaye Feat. Al Green, and more





Elvis Presley Feat. Chuck Berry, and more



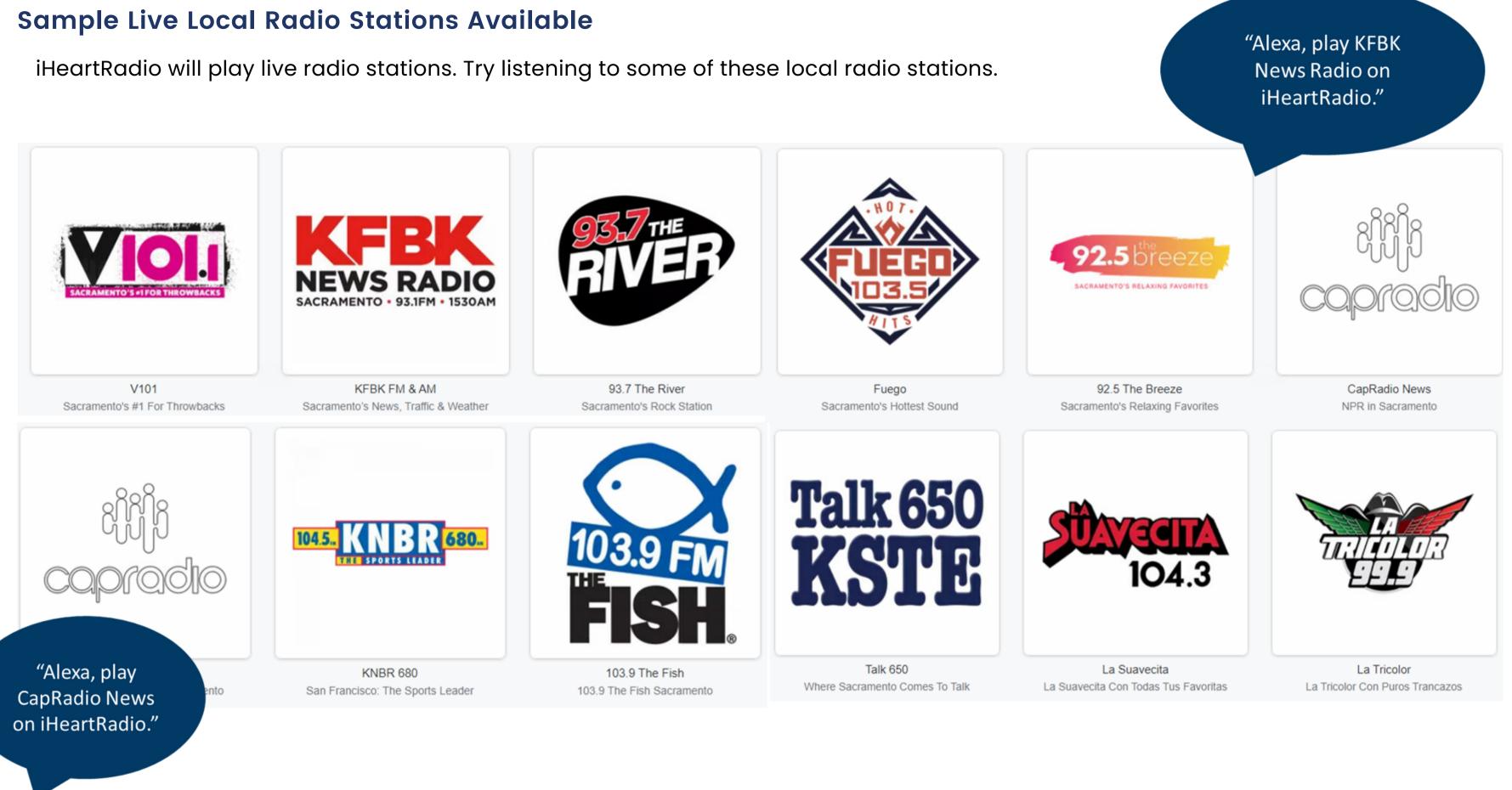
Frank Sinatra Feat. Tony Bennett, and more



The Beach Boys Feat. Dion & The Belmonts, and more

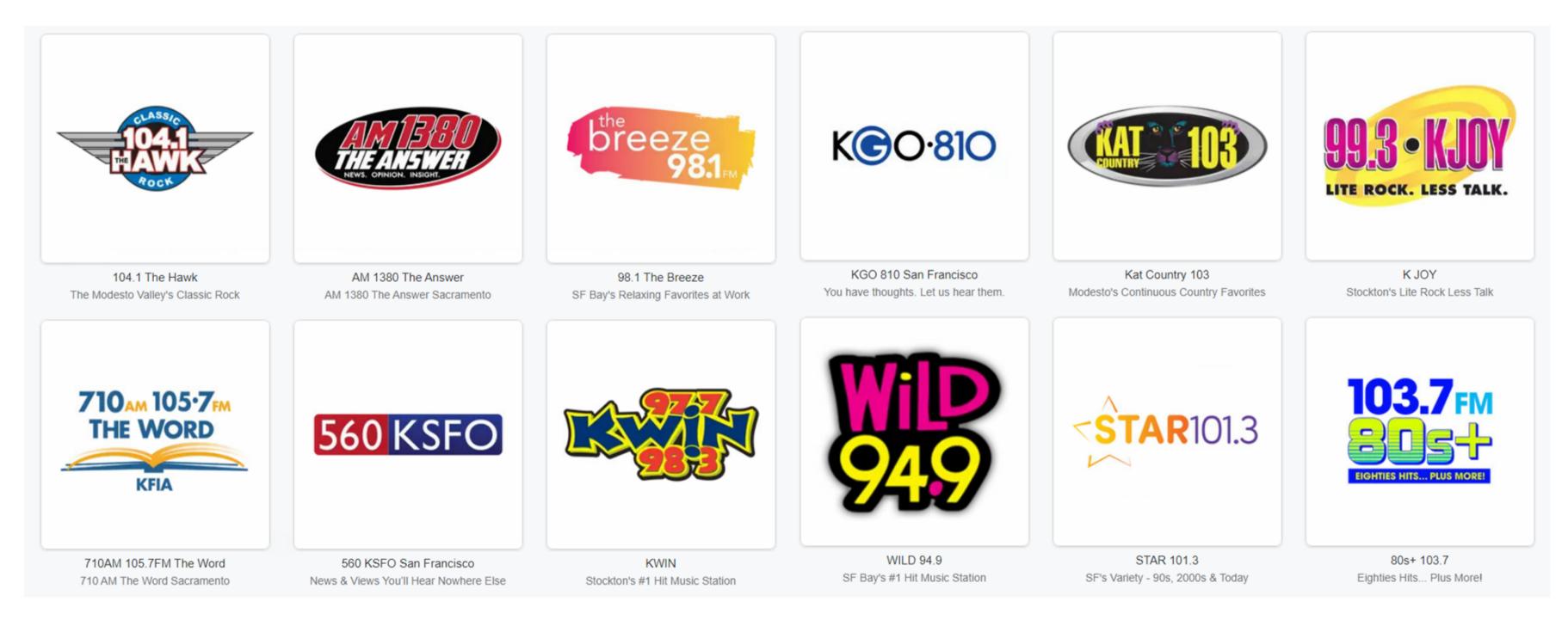


Louis Armstrong Feat. Glenn Miller, and more



Sample Live Radio Stations Available

You can also listen to live radio stations across the country. Have a favorite radio radio station you grew up listening to? You can likely find it on iHeartRadio.



Sample Podcasts Available

A podcast is a series of spoken word, audio episodes, all focused on a particular topic or theme. iHeartRadio has a large collection of podcasts on topics including: news, music, comedy, spiritual, political, educational, health, entertainment and more. Below are sample commands to try. Browse more podcasts on the following page.



Food People Podcast "Alexa, play Food People on iHeart Radio"



This American Life Podcast "Alexa, play This American Life on iHeart Radio"



The Bible in a Year Podcast "Alexa, play The Bible in a Year on iHeart Radio"



Hidden Brain Podcast "Alexa, play Hidden Brain on iHeart Radio"



Ted Talks Daily "Alexa, play TedTalks Daily on iHeart Radio"



The Revisionist History Podcast "Alexa, play Revisionist History on iHeart Radio"











Car Talk Podcast



Anderson Cooper 360 "Alexa, play Anderson Cooper 360 on iHeart Radio"

Consider This Podcast "Alexa, play Consider This on iHeart Radio"

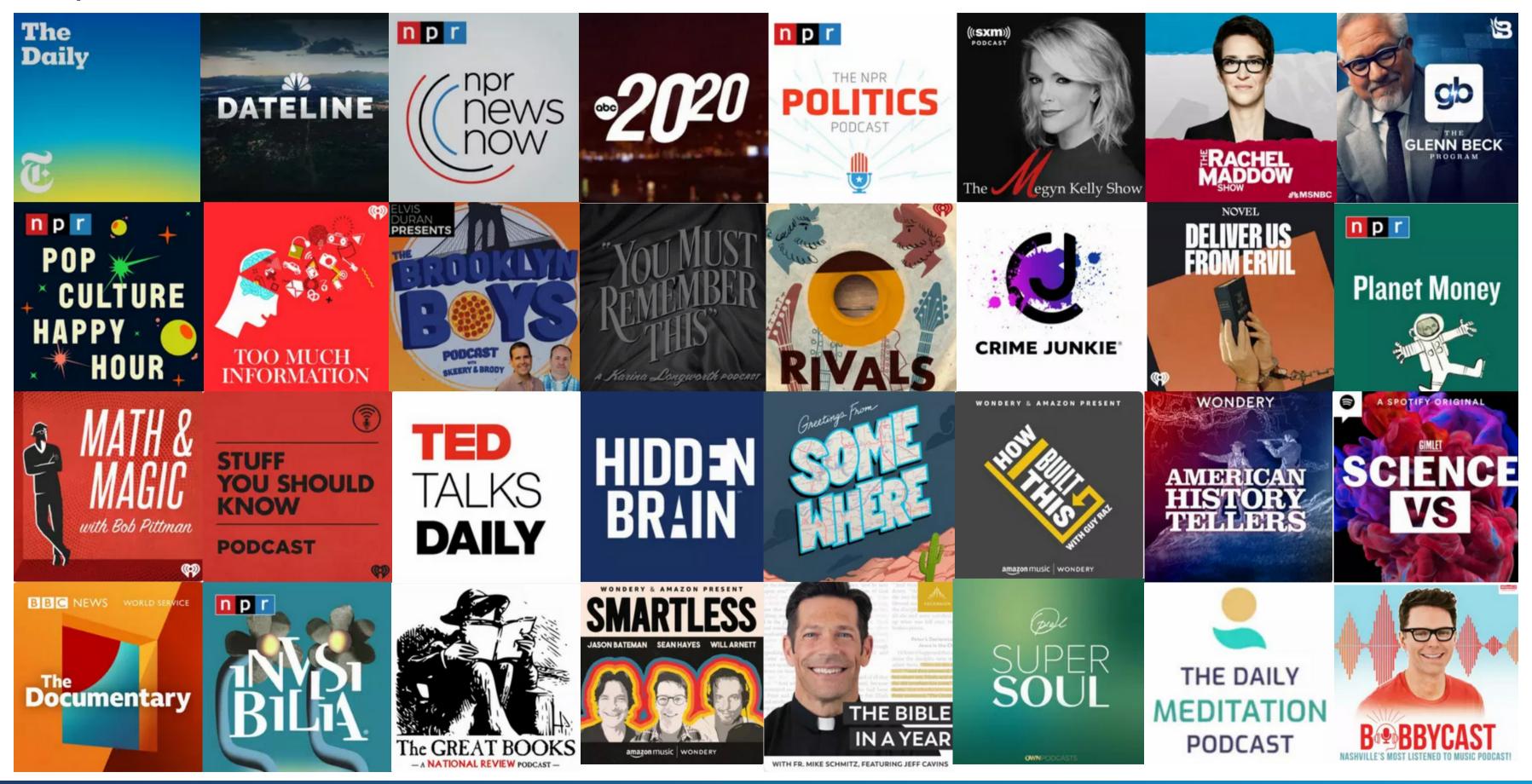
NPR News Podcast "Alexa, play NPR News on iHeart Radio"

Wait Wait... Don't tell me! Podcast "Alexa, play WAIT, WAIT Don't tell me on iHeart Radio'

"Alexa, play Car Talk on iHeart Radio"

Humans Growing Stuff Podcast "Alexa, play Humans Growing Stuff on iHeart Radio"

Sample Podcasts Available



Chapter 3 **Address Book and Calling**





Viewing and Adding Contacts

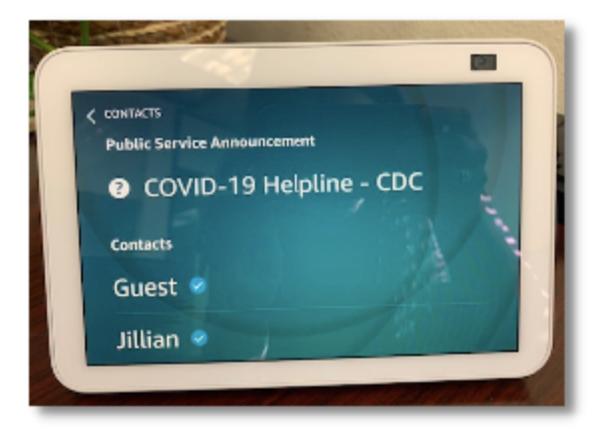
Use your Alexa to connect with friends and family. You can make calls with any landline or cell phone in the United States. You can even call other community members in Eskaton Lincoln Manor through their Alexa device! You cannot call international phone numbers or extensions.

You do not need a phone number or the Alexa app to use your device to make calls. It does not interfere with other phones.

To browse your contacts do the following:

Step 1: Say, "Alexa, show me my contacts."

Step 2: Alexa will display your contacts on the screen. Use your finger to scroll up or down the list of contacts.



To add additional contacts, you can provide the phone numbers to your community team, or if you have a primary contact we can invite them to help manage your address book for you.

Optionally, you can manage your own address book through the Speak2 Community app. Please talk to the Eskaton Lincoln Manor team in order to do so.

Optional: Viewing and Adding Contacts with the Speak2 Community App or Web

If you'd like to add and manage your own address book, you will use the Speak2 Community App or My Community website. Please ask your Eskaton Lincoln Manor team to invite you in order to do so. This is optional. If you have already supplied your contacts, they are in your address book.

1. PROVIDE YOUR CELL:

- Your community will invite you to connect using a cell phone number.
- You will receive a text with a one time 4-digit code to create your account.

Step I: Swipe up to view your address book.



2. DOWNLOAD THE SPEAK2 COMMUNITY APP:

- app.
- Click Sign Up
- and a password.

Step 2: Click Invite to in the top right corner to invite others to your address book.

Step 3: Enter their mobile number and hit send.

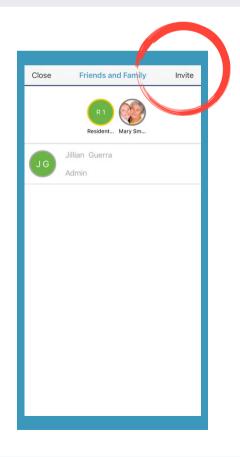
You can also access this at: my.speak2family.com.

• Go to your app store and download the Speak2 Community

• Enter the 4 digit code and create an account with your name

• Manage your contacts in the Address Book seen below.





Making phone (audio) calls

Audio calls to cell phones and landlines are possible on your device. If you provided your contacts to the Eskaton Lincoln Manor team, your contacts are already on your device. If you want additional names/phone numbers added, please provide them to the community team. Follow these steps to make a voice call:

Step 1: Say, "Alexa, call [contact name]." Alexa will ask you to confirm how you want to call your contact. If you are calling the person's cell phone number or landline say, "call phone".

Step 2: Alexa will begin ringing. Wait for the other person to answer. If you are calling a phone number or landline you will not be able to use video.

Try calling the front office at Eskaton Lincoln Manor by saying, "Alexa, call the office."

You can leave a voicemail on a phone or audio call. If you are calling a landline or making an audio call, your contact name will appear as "No Caller ID" on their phone.



"Alexa, call office."

Making video calls

Video calls are possible on the Alexa Show. The contacts you provided will need either to download the Alexa App on their smartphone, tablet, or use a Alexa device. Once your family members and friends have downloaded the Alexa app video calls will be possible.

Follow these steps to make a video call:

Step 1: Say, "Alexa, video call [contact name].

Step 2: Alexa will ask you to confirm how you want to call your contact (phone or Alexa devices).

Step 3: Say/tap, "Alexa devices"

Step 4: Alexa will begin ringing. Wait for the person to answer.

You cannot leave a voicemail on an Alexa Device. Missed calls will not appear on your device. However, if someone has a missed call from you, it will appear on their cell phone or tablet.





Turning on/off video

If you want to **TURN OFF** your video on the screen, you can do one of the following:

- Close the camera shutter on the top of the device by toggling right so the red banner appears.
- OR Tap the camera icon on the screen.

If you want to **TURN ON** your video on the screen, you can do one of the following:

- 1. Open the camera shutter on the top of the device by toggling left so the white banner appears and the camera opens.
- 1. OR Tap the camera icon on the screen.

If you cannot see yourself on the screen, make sure the camera shutter on your device isn't closed, or that the camera icon on the screen is not selected.

Ending calls and video calls



Tap the red hang up button or say, "Alexa, end video call."



Answering or Declining Video Calls

When someone calls you, your Alexa Show device will ring.

Try the following ways to answer.

• Tap Answer or say "Alexa, answer."

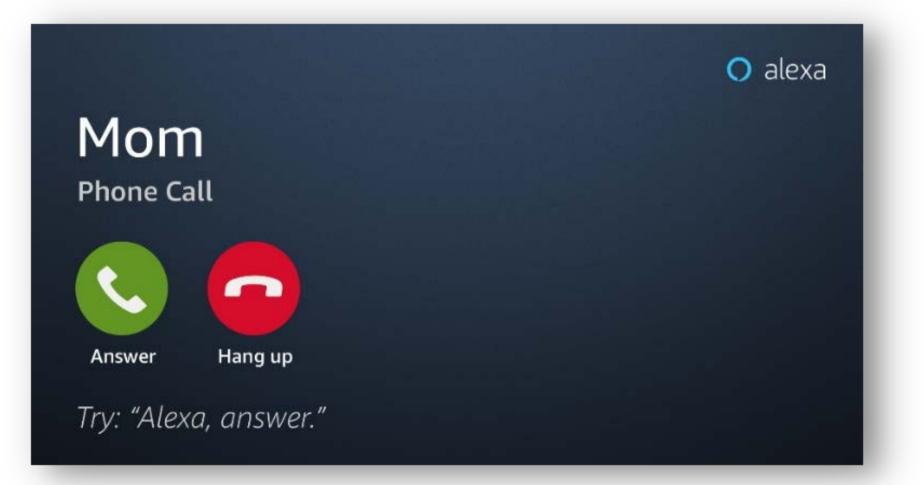
If you do not want to answer a video or phone call:

Say

- "Alexa, ignore"
- "Alexa, decline call"

Тар

• "Hang up" on the screen



Message with Alexa--Now Available!

Message with your Address Book contacts with Alexa. She will read audio messages to you, show you photos or videos. Keep in mind, you can only message with contacts that have been added to your Address Book AND invited to use the Speak2 Community App. This messaging is different than your typical messages on your iPhone or Android because it is all done through Alexa! Voice makes it that much easier.

Step 1: Say, "Alexa, send a message"

Alexa will say, "Who you would you like to message?"

Step 2: Tell Alexa who you want to message. For example, "Alexa, message Jillian"

Alexa will say, "What do you want to say?"

Step 3: Tell Alexa your message. She will light up blue when she is listening to your message.

That's it! Your message is sent.

Chapter 4 Accessing Community Information



Requesting Community Information

Events and Programs

Alexa can let you know what events and programs are happening. Just ask!

"Alexa, what are the events?"

She will respond, Speak2 can help with that. If there are any scheduled events for the day, she will tell you.

Calling the Office

Use Alexa to contact your community team. You can use the device to call the front desk, maintenance and the social service coordinator. Use commands below:

- Front Office (during regular business hours Monday-Friday). Say, "Alexa, call the office!"
- After-hours maintenance concern: Say, "Alexa, call maintenance after-hours!"
- Service Coordinators office: Say, "Alexa, call the Service Coordinator office!"

Announcements

Your Community Team can send you helpful reminders or messages through Alexa.

Announcements are a great way to get information to each of you quickly and efficiently. For example, if there is an event going on or maintenance work is being done. We want to keep you in the know! Announcements will be delivered as soon as they are sent by your community. You don't need to ask Alexa.

The announcement text will display on your screen for up to 60 minutes.

If you miss an announcement, just ask Alexa, "What are my notifications?" and she'll repeat back to you.



Notifications

Notifications on Alexa give you a quick rundown of what is happening that day in your community. These notifications can be general for the whole community to hear, or personalized to you.

Asking for your notifications at the start of each day is a great way to be mindful of what is new in the community and your schedule. Alexa will ding and light up when you have a Notification. Once you access your notifications, the notification will not repeat out loud again. If you have unread Notifications on your device, you can use your finger to scroll up and down to view them. The most recent one will appear up top.

To hear your Notifications, say:

"Alexa, what are my notifications?"

To delete your Notifications, say

- "Alexa, delete my notifications"
- "Alexa, clear my notifications"





"Alexa, what are my notifications?"

Chapter 5 Games and Entertainment





Entertainment using Alexa Skills

Skills are the Alexa version of apps on phones. They are different resources you can access just by asking Alexa. To start using these skills, say "Alexa, open [name of skill]." these are anonymous devices. You cannot add any personal accounts (Audible, Spotify, etc.)

Popular Skills: Games and Entertainment



Joke Time

Hear some short jokes by saying "Alexa, open Joke Time."



Comedy World

Comedy, humor, sports and jazz 24/7. Say, "Alexa, open Comedy World."



True or False

Answer 10 questions as True or False! Say, "Alexa, open True or False."



Celebrity Trivia

Listen to celebrity voices saying trivia. Say, "Alexa, open Witty Celebrity Trivia."



Radio Old Time

Listen to popular old radio programs. Say, "Alexa, open Radio Old Time."



Staying Sharp

Test your memory and learn helpful tips. Say, "Alexa, open staying sharp."



Geography

Test and improve your geography knowledge. Say, "Alexa, open Geography Trivia."



Funny Jokes

Listen to 5 minute episodes of jokes. Say, "Alexa, open Funny Jokes."

Popular Skills: Games & Entertainment



Make Me Smart

Listen to interesting news and facts. Say, "Alexa, make me smart."



3 Word Sort

Challenge your memory. Say, "Alexa, open three word sort."



Holy Bible Trivia

Test you Bible knowledge. Say, "Alexa, open Holy Bible Trivia."



Bingo caller! Play Bingo with multiple players. Say, "Alexa, open Bingo caller!"



Vintage Radio

Listen to old-time music, Say, "Alexa, open Vintage Radio."



Test My Trivia

Test your US knowledge. Say, "Alexa, open challenge me trivia."

Relaxation and Wellness



Meditation Music

Listen to calming music. Say, "Alexa, play Meditation Music."



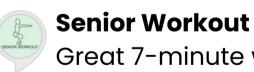
Sleep Sounds

Listen to relaxing nature sounds. Say, "Alexa, play relaxing sleep."



Meditopia

Guided mediation and stories. Say, "Alexa, open meditopia."





Brain Workout Exercise your brain! Say, "Alexa, start Brain Workout."



Great 7-minute workouts. Say, "Alexa, start Senior Workout."

Popular Entertainment Podcasts:

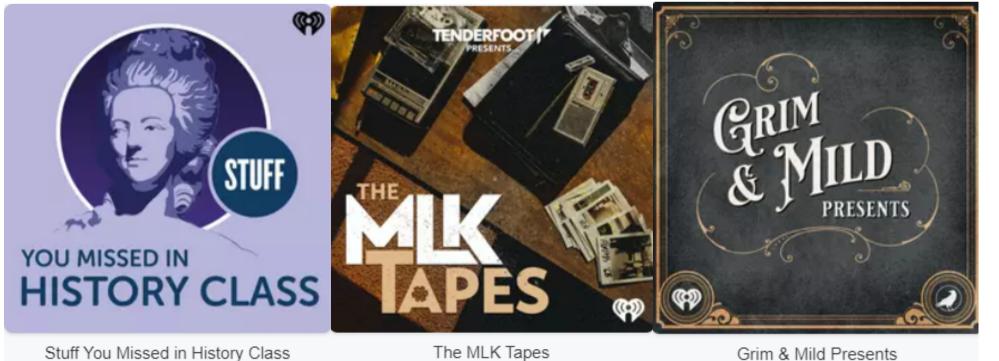
Food



Savor

- Christopher Kimball's Milk Street...
- Always Hungry with Bobby Flay an ... Savor digs into how people live and how they Milk Street Radio travels the world to discover When father and daughter come together to eat – and why. Hosts Anney Reese and Laur... how food and cooking are changing lives an... cook dinner, great conversations happen! Joi...

History



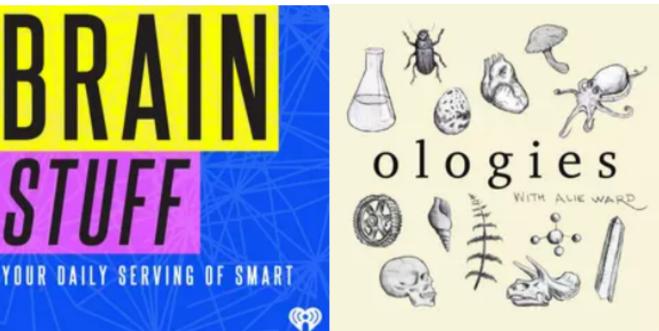
Stuff You Missed in History Class Join Holly and Tracy as they bring you the

According to the official story, on April 4th, greatest and strangest Stuff You Missed In... 1968, a lone gunman assassinated Dr. Marti.

An ongoing exploration of history's most unusual and the macabre themes. Each 13-.







BrainStuff Whether the topic is popcorn or particle physics, you can count on BrainStuff to explo.

Fiction

Maxine Miles A young adult whodunit with a choose-yourown-adventure twist from audio drama creat...

The Laundronauts: A Potentially Untrue Tale Based on Actual Events: A fantasy adventure.

The Laundronauts

Ologies with Alie Ward Volcanoes. Trees. Drunk butterflies. Mars missions. Slug sex. Death. Beauty standards...

Using Your Alexa Speakers for Entertainment

Your Amazon Alexa is Bluetooth compatible. By connecting an Echo speaker via Bluetooth, you're able to control music playback manually from your phone or tablet. This allows you to listen to music and audiobooks that you have on other devices.

Once you're set, it will mean you're able to not only use Spotify with Alexa, as well as Apple Music, but also music playing on your phone through a web browser or a non-supported streaming service.

1. Start with your iOS or Android smartphone or tablet.

2. Go to the **Settings menu** and open the **Bluetooth settings menu** - ensure Bluetooth is turned on and the device is in the vicinity of your Amazon Echo.

3. Say, "**Alexa, pair"**. Doing so will see Alexa enter pairing mode and search for nearby Bluetoothenabled devices.

4. If this is the first time you're pairing the two, look for the Echo speaker in the new devices list (usually located at the bottom of the Bluetooth settings menu of your iOS or Android device).

5. Once the two have established a connection, the Echo device will appear in the Bluetooth connections list on a phone or tablet. This allows you to manually connect over Bluetooth in the settings menu - or, alternatively, you can say, "Alexa, pair [device name]" to reinstate the connection.

6. To disconnect your mobile device from Amazon Echo, say, "Alexa, disconnect from Bluetooth". Tip - with an Echo Show or Spot, you can pair to your phone using the Settings from the touchscreen. How to remove paired Bluetooth devices from your Echo







*É***Music**

Privacy Points & Limitations

The Device in the room (Echo Family Device or "EFD") is not constantly recording or streaming data to amazon. we use an on-device wake word detection engine to listen for the assigned wake word. (currently you can choose Alexa, Echo, Amazon, or Computer)

2. When the wake word detection engine hears the wake word, it streams the following 8 seconds (approx) of audio to Amazon for processing by our Natural Language Processor. The recording status is indicated by the blue LED ring on the device. if the blue ring is not lit, there is no audio data streaming to Amazon.

3. If someone wishes to not have the device listen for the wake word, they can press the mute button on the top of the device. This electrically disconnects the microphone inside the device and is indicated by the red LED ring on the device. when the red ring is on, the device will not respond to commands, as it cannot hear anything.

4. The Alexa for Hospitality (A4H) system is designed to be generally anonymous in nature, in that A4H does not have any detail as to WHO is in the room. all we know is that a device in the room was spoken to. Any correlation done by your skill to associate room to person is completely up to you, and A4H does not see or know about that.

5. Further - we delete all utterance detail and recordings made to the device every 24 hours. once the 24-hour mark has passed, we have no detail at all from utterances made to the device in the room. The operators of the property, System Integrators, and Solution Providers do NOT have access to the voice recordings from an A4H Device, Ever.

6. Amazon further takes steps to ensure that inside that 24-hour period, even our employees are restricted from accessing the recordings, and it is done on a "need to have" basis. Any access is logged and tracked. For instance, I cannot listen to recordings, I would have to escalate to our support teams for that level of detail, if needed

Privacy Points & Limitations

What can't my Echo Show do?

- Access personal accounts. These devices will permit you to access anything that requires a credit card.
 - These Alexa devices are anonymous. You cannot add any personal accounts including but not limited to:
 - Amazon Music
 - Spotify
 - Apple Music
 - Audible
 - Amazon Prime
 - Zoom
 - Uber
 - Youtube
 - Netflix

Calling & Address books

- Calls can only made to contacts that have been added to your Alexa Address Book.
- You cannot call international or phone numbers with extensions.





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