iPad and iPhone Basics

LIBRARY
iPAD

Physical Attributes

On/Off
Sleep/Wake

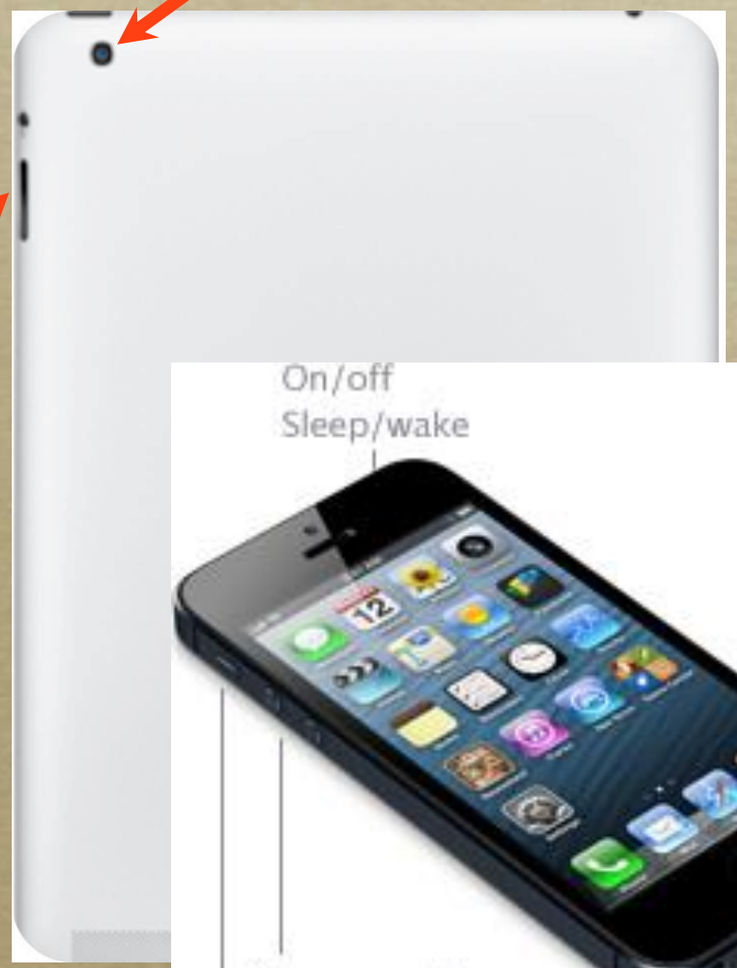
Sight/Camera

Silent/
Screen rotation Lock

Volume:
Up/Down

Or

On/Off
Sleep/Wake

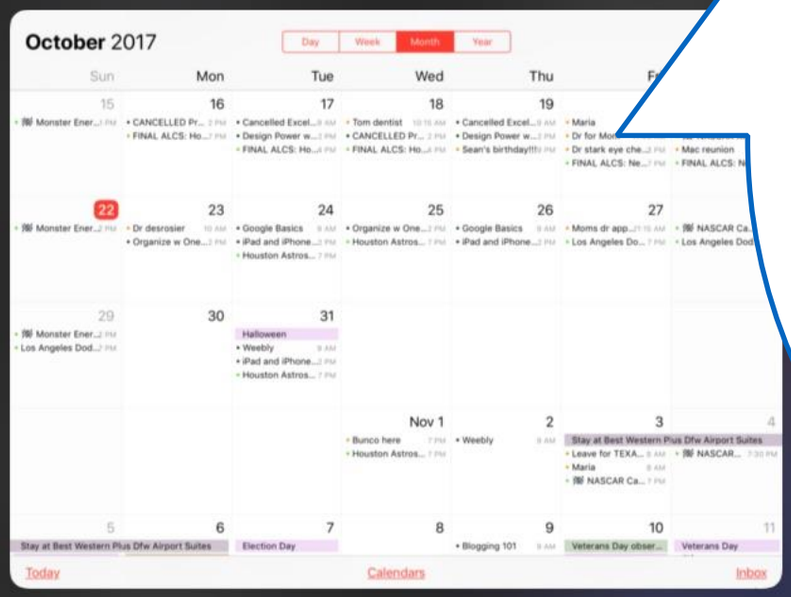


iPhone 10 has no home button!

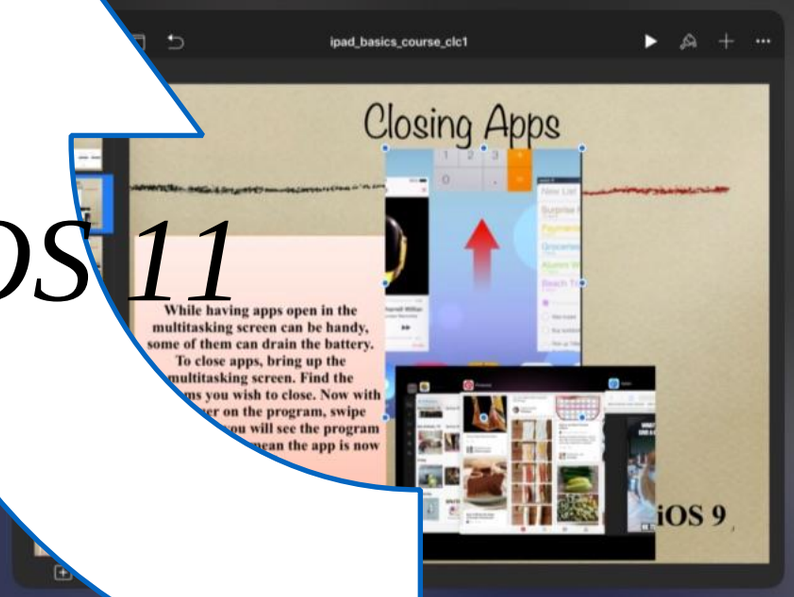
Not all

iOS 11

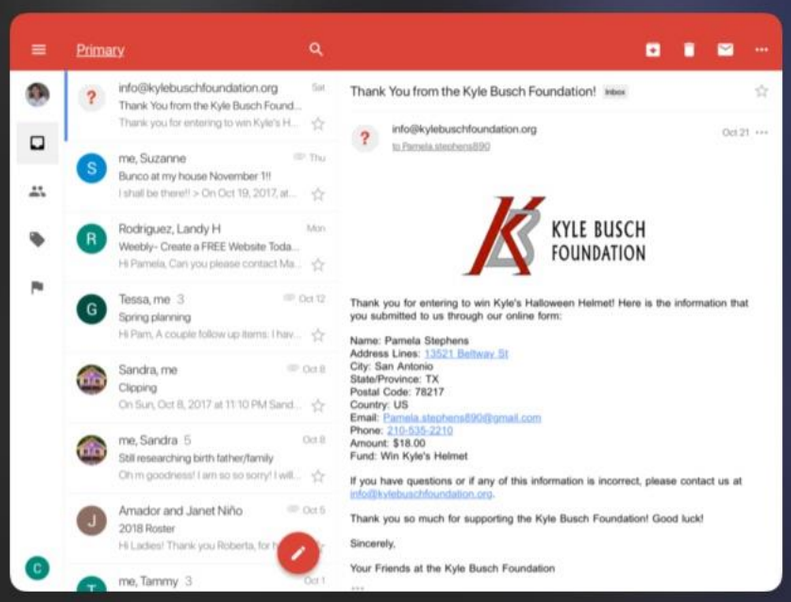
Calendar



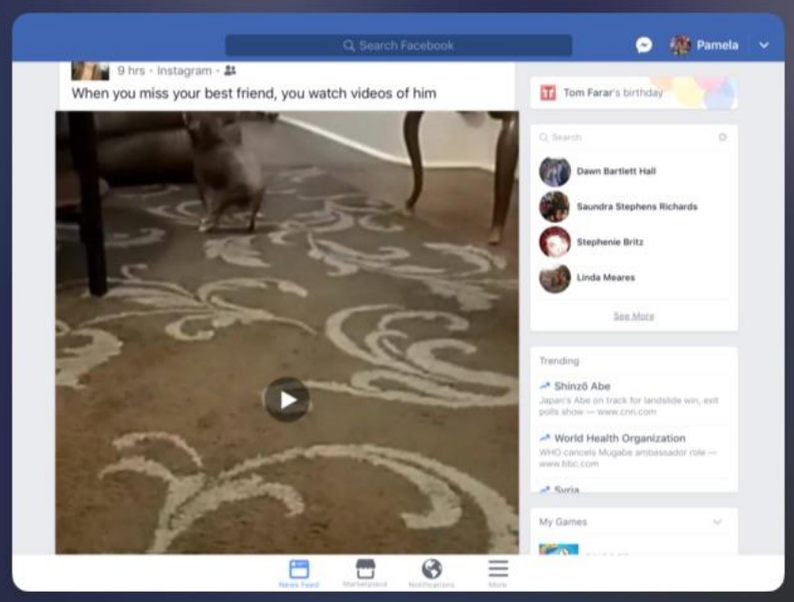
Keynote

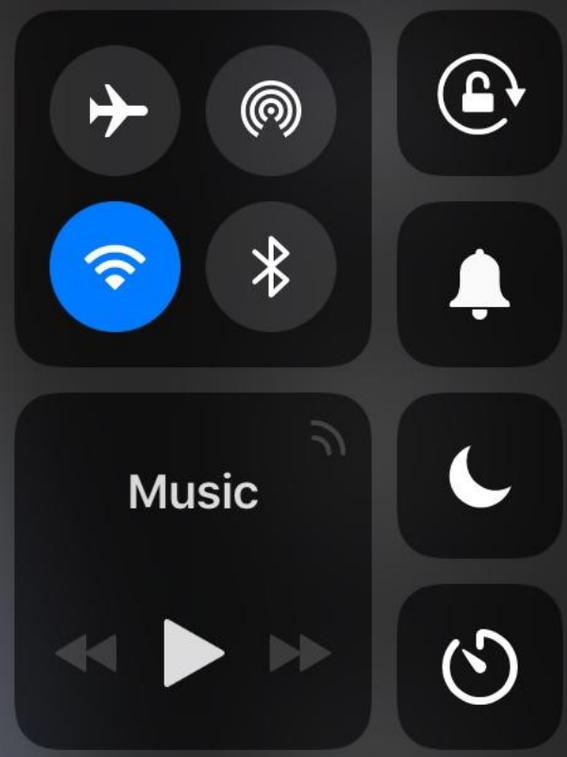


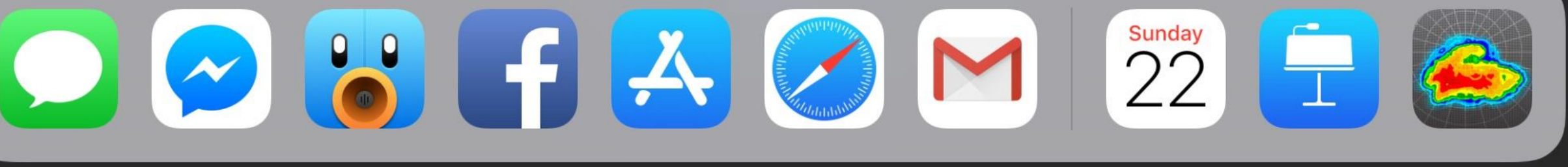
Gmail



Facebook

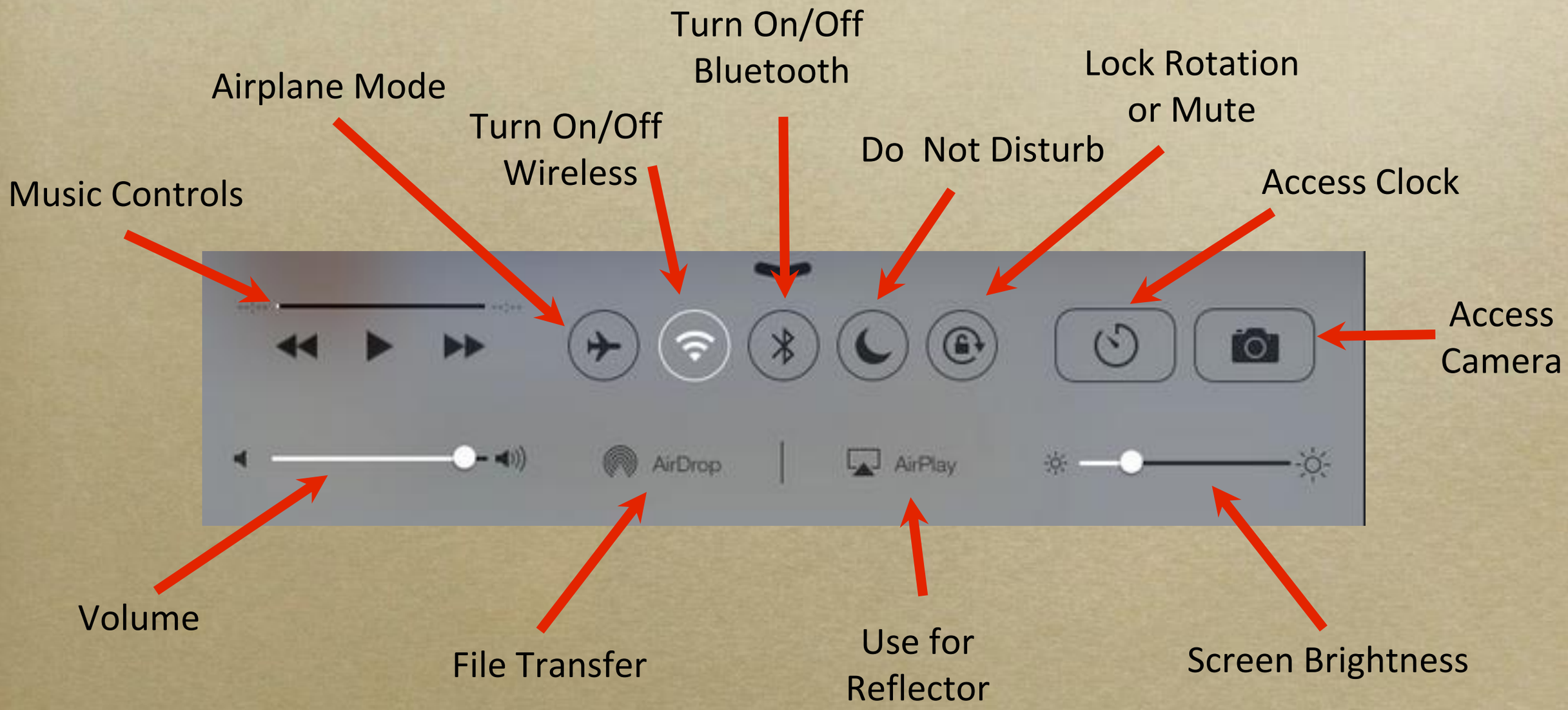






Control Center iOS 9

- To access the control center of your iPad, use one finger to swipe upward from the bottom of the screen.



Control Center iOS 10

- To access the control center of your iPad, use one finger to swipe upward from the bottom of the screen.

Turn On/Off Wireless

Do Not Disturb

Screen Brightness

Airplane Mode

Turn On/Off Bluetooth

Lock Rotation or Mute

Use for Reflector

File Transfer

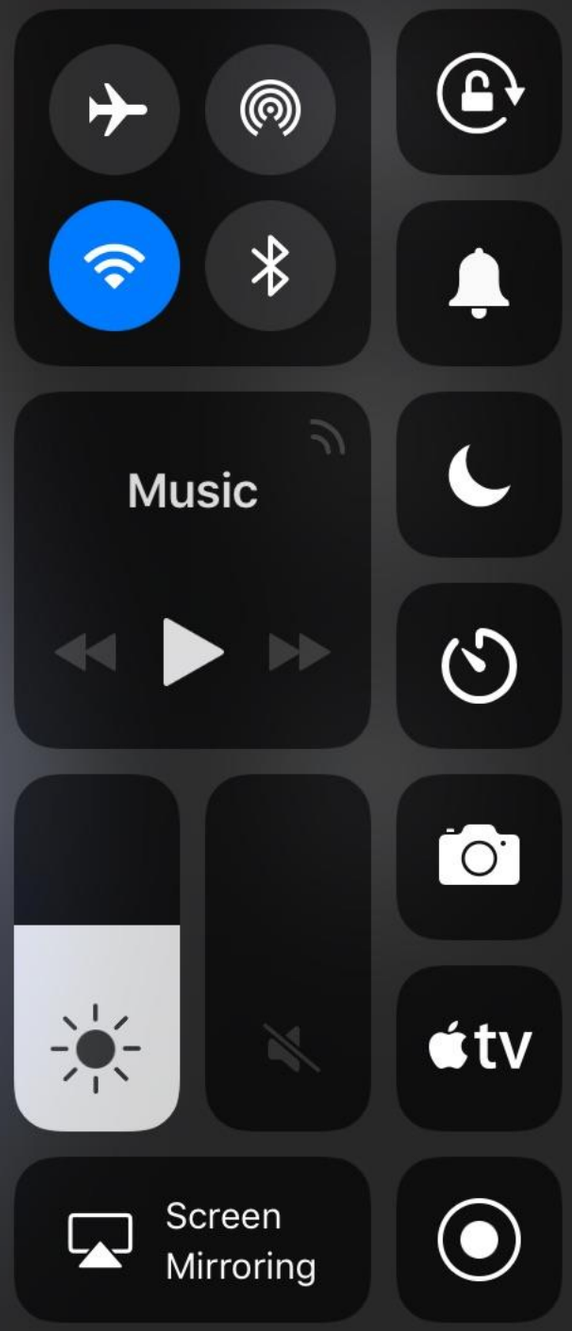
Access Clock

Access Camera

iOS 11,12 & 13

Look different!

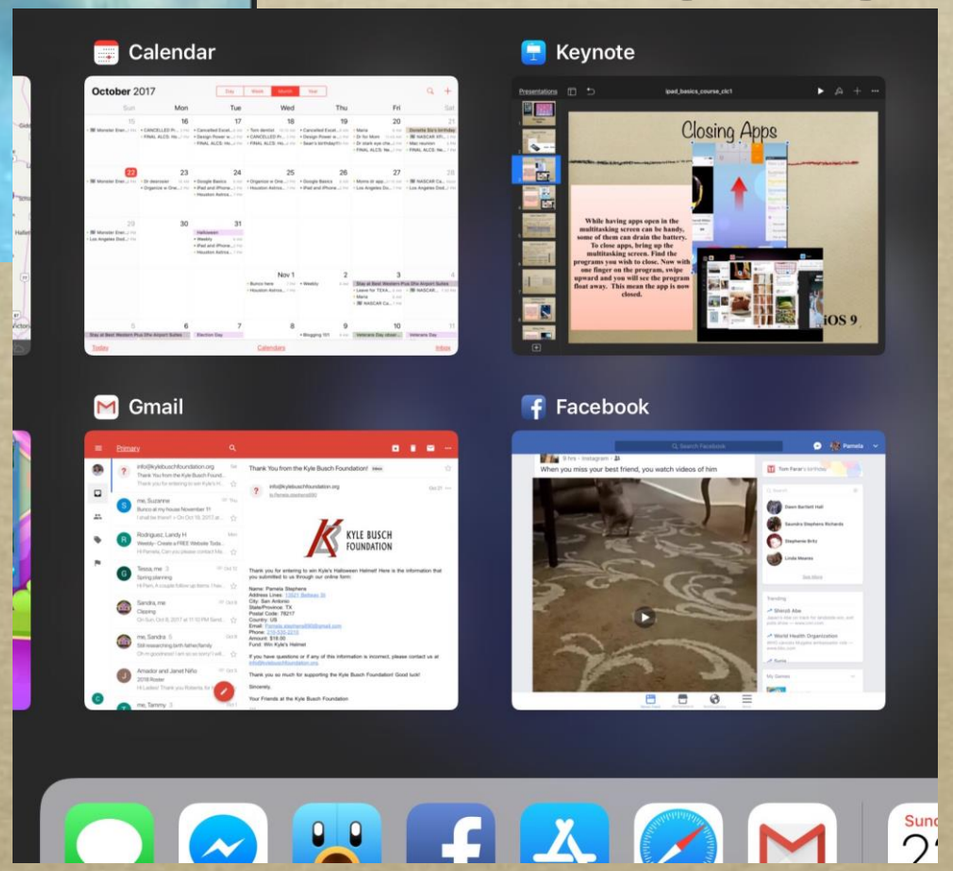
iPhone 10, swipe diagonally down from rt top corner.

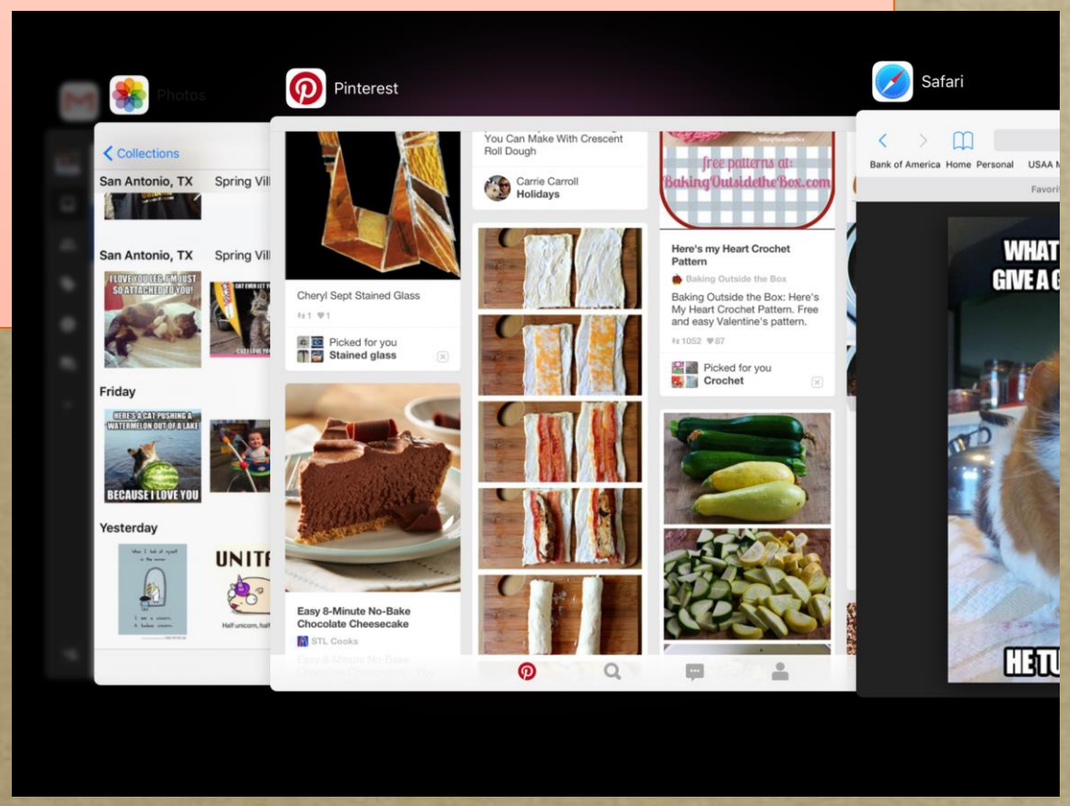


Multitasking

The multitasking screen allows you to quickly swap between recently opened apps. To access, use four fingers and swipe upward. This reveals the most recently opened apps. If you swipe your finger from right to left, it shows more of your favorite apps.

iOS 11 12 & 13





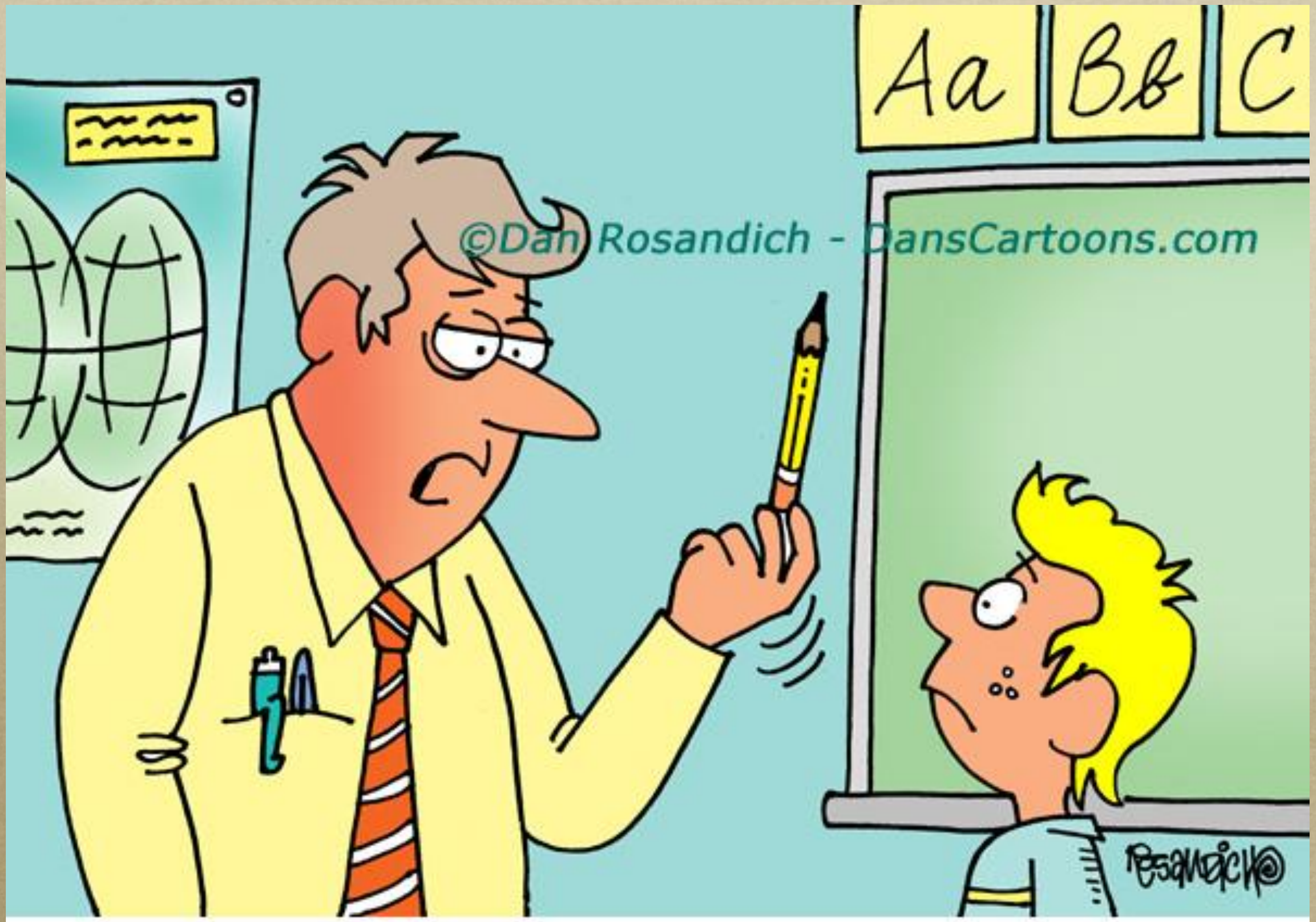
iOS 9 or 10

Customizing Dock and Moving Apps

The dock at the bottom of the screen can hold your most used applications. While moving apps around, just drag the app you want down to the dock. Now they will appear on every page. The dock will hold up to 6 icons or many is you have iOS11 & 12.
Customize your dock to best fit your needs.

Making Folders

Folders allow you to group similar apps together to help save screen space. While organizing your apps, drag one app icon on top of another. This then creates a folder with both apps inside. You can then name the folder to reflect the apps it contains. To move more apps into a particular folder, simply return to the main screen and drag the other apps onto the folder icon. You can put up to 20 apps in each folder.



"No Billy . . . this thing is not a stylus. It's called a pencil."

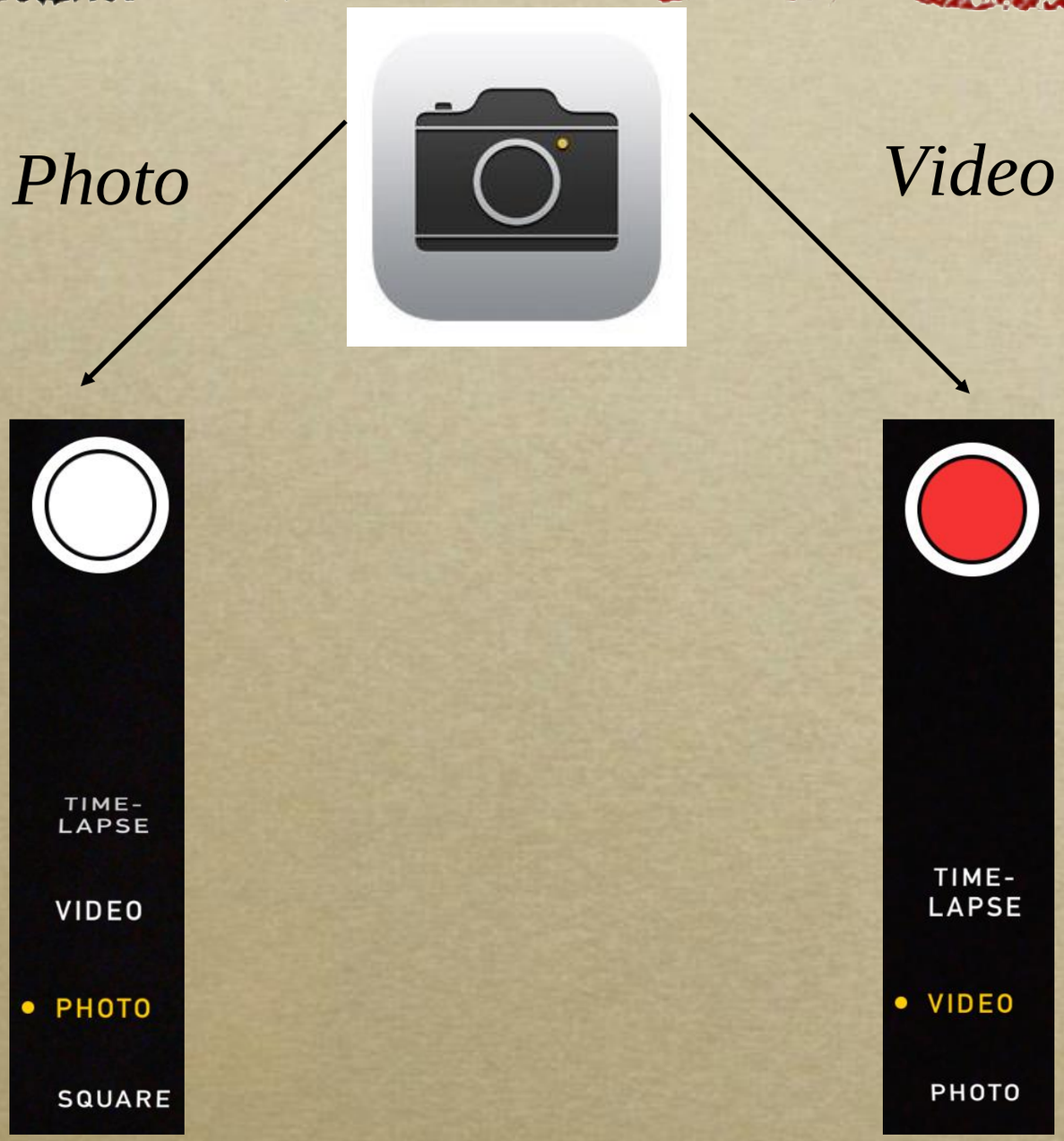
Camera Front and Camera Back

On your iPad you have a camera on the front and on the back. Inside photo app, click the switch button to switch between the camera on the front and the camera on the back.

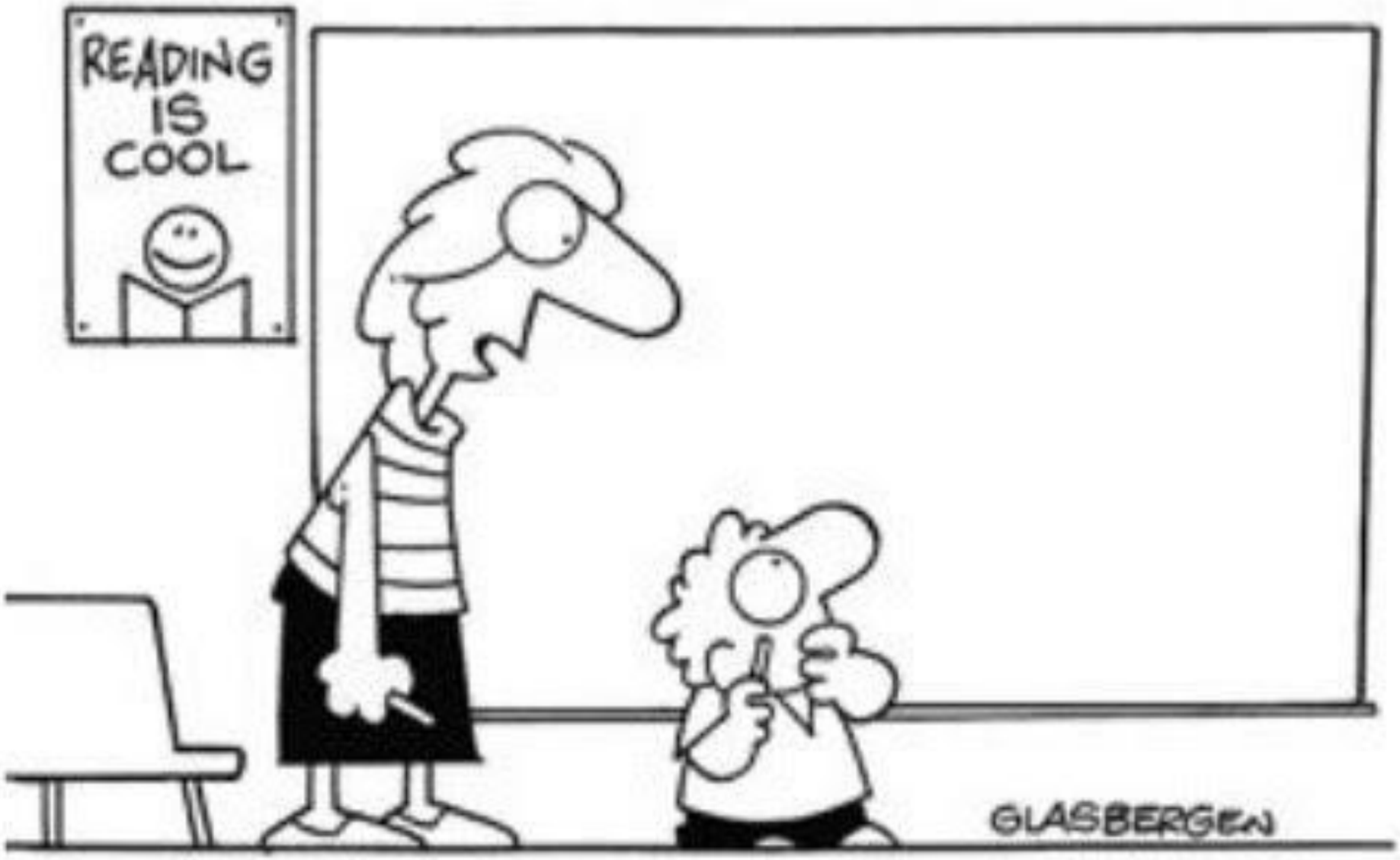
Still Photo Vs Video

Still Photo

Video



Copyright 1996 Randy Glasbergen. www.glasbergen.com



"There aren't any icons to click. It's a chalk board."

Taking a Screenshot

To take a screenshot, just press the Home button and the Sleep/Wake button at the same time. The iPad/iPhone screen flashes white quickly and plays a camera shutter sound. The image will be saved in the Photos app.

For iPhone 10 and above, push both on/off button and volume UP at the same time.

Save Images

While browsing Safari you can save images you like. Tap and hold an image until a pop-up appears. Choose Save Images. This will now be saved in your saved Photos album. Launch the Photos app to view the image.

DansCartoons.com

Where Do My Photos Go?

iOS 5 and 6

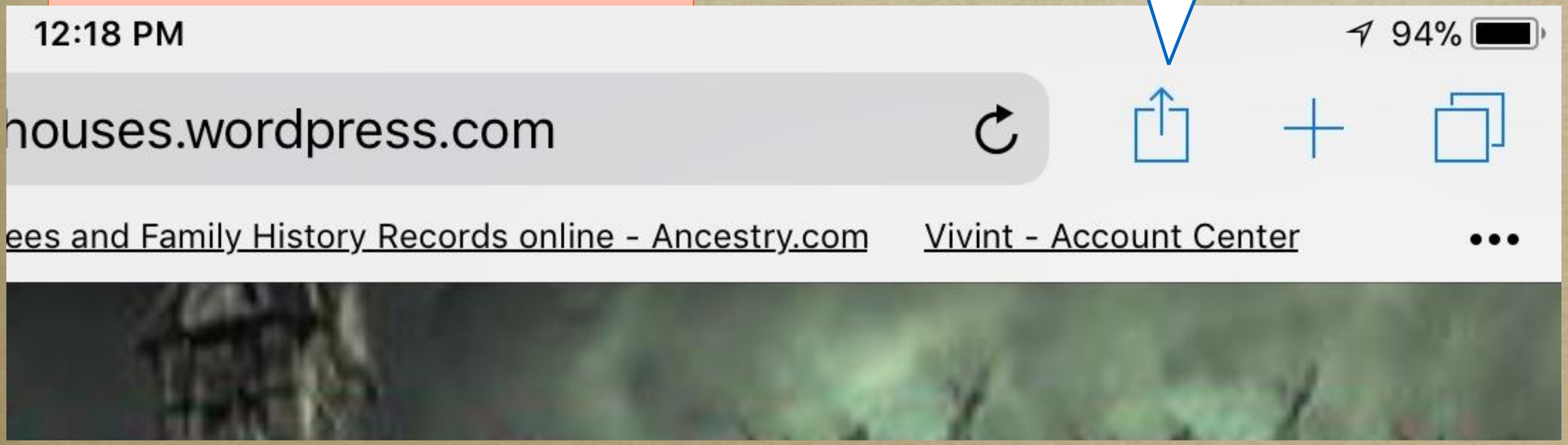
iOS 7 and above

Photos are saved to your photo library. Sometimes the photo library is called a “photo roll” or “camera roll.” The app icon looks different on the various software versions.

Saving Internet Pages to Your Home Screen

You can add a new app icon for any website to your home screen. While browsing in safari, tap the arrow button and then tap add to home screen. Some websites supply an icon; if not then a screenshot of the current view is used. You can also rename the icon.

Arrow button



Bookmarking

Safari on the iPad comes with a Bookmarks Bar that you can use to quickly access your favorite web pages. By default this is displayed when you go to type something in the address bar. To make the Bookmarks Bar visible at all times, go to Settings then Safari. Turn on Always show Bookmarks Bar.

Restarting Properly

A hard-reboot can help to get your iPad going again. If an application refuses to start or your iPad has frozen, just press and hold the Home button and Sleep/Wake button together for ten seconds. Ignore the slide to power off message and the iPad shuts down. Now just turn the iPad on normally and it should be working perfectly again.

"Have you tried turning it off
and throwing it out the window?"