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## Mail Accounts

You can sync email account settings from Mail on a Mac, and from Microsoft Outlook 2003 or 2007 or Outlook Express on a PC. Account settings are only transferred from your computer to iPhone. Changes you make to an email account on iPhone don't affect the account on your computer.

**Note:** The password for your Yahoo! email account isn't saved on your computer. If you sync a Yahoo! email account, you must enter the password on iPhone. From the Home screen choose Settings > Mail, choose your Yahoo! account, then enter your password in the password field.

## Web Browser

You can sync bookmarks from Safari on a Mac, or from Safari or Microsoft Internet Explorer on a PC.

## Advanced

These options let you replace the information on iPhone with the information on your computer during the next sync.

## Ringtones

Use the Ringtones pane to select the ringtones you want to sync to iPhone.

## Music, Podcasts, and Video Panes

Use these panes to specify the media you want to sync. You can sync all music, podcasts, and videos, or select the playlists and specific podcasts and videos you want on iPhone. Audiobooks and music videos are synced along with music.

If you want to watch rented movies on iPhone, transfer them to iPhone using the Video pane in iTunes.

If there's not enough room on iPhone for all the media you've specified, iTunes asks if you want to create a special playlist and set it to sync with iPhone. Then iTunes randomly fills the playlist.

## Photos Pane

You can sync photos with iPhoto 4.0.3 or later on a Mac, or with Adobe Photoshop Album 2.0 or later or Adobe Photoshop Elements 3.0 or later on a PC. You can also sync photos in any folder on your computer that contains images.

## Preventing iPhone from Syncing Automatically

You may want to prevent iPhone from syncing automatically when you connect iPhone to a computer other than the one you usually sync with.

### Turn off automatic syncing for iPhone

- Connect iPhone to your computer, then select iPhone in the iTunes source list (below Devices, on the left) and click the Summary tab. Deselect “Automatically sync when this iPhone is connected.” You can still sync manually by clicking the Sync button.

### Prevent automatic syncing for all iPhones

- In iTunes choose iTunes > Preferences (on a Mac) or Edit > Preferences (on a PC), click iPhone, and select “Disable automatic syncing for all iPhones.”

If this checkbox is selected, iPhone won’t sync automatically, even if “Automatically sync when this iPhone is connected” is selected in the Summary pane.

### Prevent automatic syncing one time, without changing any settings

- Open iTunes. Then, as you connect iPhone to your computer, press and hold Command-Option (on a Mac) or Shift-Control (on a PC) until you see iPhone in the iTunes source list (below Devices, on the left).

### Sync manually

- Select iPhone in the iTunes source list (below Devices, on the left), then click Sync in the lower-right corner of the window. Or, if you’ve changed any sync settings, click Apply.

## Disconnecting iPhone from Your Computer

Unless iPhone is syncing with your computer, you can disconnect it from your computer at any time.

When iPhone is syncing with your computer, iPhone shows “Sync in progress.” If you disconnect iPhone before it finishes syncing, some data may not get transferred.

When iPhone finishes syncing, iTunes shows “iPhone sync is complete.”

To cancel a sync so you can disconnect iPhone, drag the slider on iPhone. If you get a call during a sync, the sync is canceled automatically and you can unplug iPhone to answer the call. Connect iPhone after the call to finish syncing.

## Delete a message

- Open the message and tap .

You can also delete a message directly from the mailbox message list by swiping left or right over the message title and then tapping Delete.



Or you can tap Edit and tap  next to a message.

## Check for new messages

- Choose a mailbox, or tap  at any time.

## Open an attached file

You can view or read some types of files and images attached to messages you receive. For example, if someone sends you a PDF, Microsoft Word, or Microsoft Excel document, you can read it on iPhone.

- Tap the attachment. It downloads to iPhone and then opens.



You can view attachments in both portrait and landscape orientation. If the format of an attached file isn't supported by iPhone, you can see the name of the file but you can't open it. iPhone supports the following email attachment file formats:

- .doc, .docx, .htm, .html, .pdf, .txt, .xls, .xlsx

### **See all the recipients of a message**

- Open the message and tap Details.

Tap a name or email address to see the recipient's contact information. Then tap a phone number, email address, or text message to contact the person. Tap Hide to hide the recipients.

### **Add an email recipient to your contacts list**

- Tap the message and, if necessary, tap Details to see the recipients. Then tap a name or email address and tap Create New Contact or "Add to Existing Contact."

### **Mark a message as unread**

- Open the message and tap "Mark as Unread."

A blue dot  appears next to the message in the mailbox list until you open it again.

### **Move a message to another mailbox**

- Open the message and tap , then choose a mailbox.

### **Zoom in to a part of a message**

- Double-tap the part you want to zoom in on. Double-tap again to zoom out.

### **Resize any column of text to fit the screen**

- Double-tap the text.

### **Resize a message manually**

- Pinch to zoom in or out.

### **Follow a link**

- Tap the link.

Text links are typically underlined in blue. Many images also have links. A link can take you to a webpage, open a map, dial a phone number, or open a new preaddressed email message.

Web, phone, and map links open Safari, Phone, or Maps on iPhone. To return to your email, press the Home button and tap Mail.

## **Mail Settings**

From the Home screen choose Settings > Mail to set up and customize your email accounts for iPhone. See page 99.

Tap Safari to explore the World Wide Web.



## Surfing the Web

Safari lets you see webpages just as they were designed to be seen in computer-based browsers. A simple double tap lets you zoom in; rotate iPhone sideways for a wider view. Search using Google or Yahoo!—both are built-in.

## Opening and Navigating Webpages

### Open a webpage

- Tap the address field at the top of the screen, type the web address—*apple.com* or *www.google.com*, for example—and tap Go. If you don't see the address field, tap the status bar at the top of the screen.

As you type, any web address in your bookmarks or history list that contains those letters appears below. Tap a web address to visit its webpage.

### Erase all the text in the address field

- Tap the address field, then tap .

### Follow a link on a webpage

- Tap the link.

Text links are typically underlined in blue. Many images also have links. A link can take you to another place on the web, open a map, call a phone number, or open a new preaddressed email.

Email, phone number, and address links open Mail, Phone, or Maps on iPhone. To return to Safari, press the Home button and tap Safari.