

You can double-click the Home button to quickly go to Favorites. See “Home Button” on page 95.

For information about adding people to your favorites list, see page 39.

**Call someone you’ve recently called or who has recently called you**

- Tap Recents and choose a person or number. Calls you’ve missed are shown in red. Tap Missed to see only missed calls.

**Dial a call**

- Tap Keypad and enter the number, then tap Call. Tap  if you make a mistake. You can also tap Keypad and then tap Call, to bring up the number of the last number you dialed.

**While You’re On a Call**

When you’re on a call, the screen shows call options.

Call options



To	Do this
Mute the microphone	Tap Mute. The caller can’t hear you, but you can still hear the caller. Tap Mute again for the caller to hear you.
Use the keypad to enter information	Tap Keypad. You can use the keypad to enter information requested by automated voice systems, such as when calling airlines reservations. Tap Hide Keypad to see call options again.
Use the speakerphone or a Bluetooth device, so you can talk and listen hands-free	Tap Speaker anytime you’re on a call. If iPhone is paired with an active Bluetooth headset or car kit, the button is labeled Audio Source and lets you select the Bluetooth device, iPhone, or Speaker Phone.
Make a conference call	Tap Add Call. For information about conference calling, see page 33.
Put a call on hold	Tap Hold. The caller can’t hear you and you can’t hear the caller. Tap Hold again to talk again.

To	Do this
Use iPhone applications while you're on a call	<p>While on a call, press the Home  button to go to the Home screen and use other applications. Or tap Contacts to browse contacts.</p> <p>So for example, you can check your calendar or takes notes while on a call. If you're connected to Wi-Fi , you can also browse the web and use other Internet applications such as Maps—to find the location of a restaurant, perhaps.</p> <p>To return to the call screen from another application, tap the green bar at the top of the screen.</p>
End a call	<p>Tap End Call.</p> <p>If you're listening through the included stereo headset, you can also click the mic button to end a call.</p>

## Answering a Call

When someone calls you, iPhone rings and displays the caller's information, if available.

### Answer a call

- When you receive a call, do one of the following:
  - Tap Answer. Or, if iPhone is locked, drag the slider.
  - If you're listening through the stereo headset, you can click the mic button to answer.



## Silencing or Declining a Call

When a call comes in, you may not want to answer it, or you may need to stop iPhone from ringing or vibrating. You can silence or decline an incoming call. When you silence a call, you still have a chance to answer it, until the call goes to voicemail. When you decline a call, the call is silenced and sent directly to voicemail.

### Silence a call

- Press the Sleep/Wake button once, or either of the volume buttons.

### Decline a call

- Do one of the following:
  - Press the Sleep/Wake button twice quickly.



- Press and hold the mic button on the headset for about two seconds, then let go. When you let go, two low beeps confirm that the call was declined.
- Tap Decline. Decline appears only when you're using iPhone.

### Checking Recent and Missed Calls

iPhone keeps a list of the most recent calls you made or received.

#### See a list of recently made, received, and missed calls

- Tap Recents.

Missed calls appear in red. To list only your missed calls, tap Missed.

Tap the  next to an entry to see more information about the call, such as whether the call was incoming or outgoing. If the call was to or from someone in your contacts, all of the contact information is shown and the phone number used for the call appears in blue. A star indicates that the number is also in your favorites list.

### Making or Answering a Second Call During a Call

You can make or receive another call while you're already on the phone. If you receive a second call, iPhone beeps and shows the caller's information and a list of options.

#### Put a caller on hold and make a second call

- Tap Add Call and make a second call.

#### Respond to an incoming call

- Do one of the following:
  - *To ignore the call and send it to voicemail*, tap Ignore.
  - *To hold the first call and answer the new call*, tap Hold Call + Answer.

- To end the first call and answer the new one, tap End Call + Answer.

To	Do this
Switch back to the first call and put the second call on hold	Tap the first call at the top of the screen, or tap Swap.
Merge the two calls, so all three of you can talk	Tap Merge Calls.

### Conference Calling

Conference calling lets you talk to more than one person at a time. You can merge up to five calls for a phone conference.

#### Start a conference call

- 1 Make a call.
- 2 Tap Add Call and make another call. The first call is put on hold. If you want, you can talk on the second line privately before merging the calls.
- 3 Tap Merge Calls. The calls are merged onto one line and everyone can hear each other.
- 4 Repeat steps two and three to add more calls to the conference.

To	Do this
Drop one call from a conference	Tap Conference and tap  next to a call. Then tap End Call.
Talk privately with a call in a conference	Tap Conference and tap Private next to a call. Tap Merge Calls to return the call to the conference.
Add an incoming call to a conference	Tap Hold Call + Answer, then tap Merge Calls.

iPhone always has two lines available, one of which can be a conference call.

### Emergency Dialing

#### Call for help in an emergency

- Tap Keypad and dial the number, then tap Call. Or if iPhone is locked with a passcode (see page 97), tap Emergency Call, then dial the number.

**Note:** You should not rely on wireless devices for essential communications, such as medical emergencies. Use of any cellular phone to call emergency services may not work in all locations. Emergency numbers and services vary by region, and sometimes an emergency call cannot be placed due to network availability or environmental interference. Some cellular networks may not accept an emergency call from iPhone if it does not have a SIM, the SIM is PIN-locked, or if you have not activated your iPhone.

## Visual Voicemail

When you decline or don't answer a call, the caller hears a recorded greeting and can leave a voicemail message. On iPhone, visual voicemail lets you see a list of your messages and choose which ones to listen to or delete, without having to listen to prior messages or voice instructions.

**Note:** Visual voicemail may not be available in all regions.

The Phone icon on the Home screen shows the total number of missed calls and unheard voicemail messages you have.



When you tap Phone, the Voicemail button shows the number of unheard voicemail messages and the Recents button shows the number of missed calls.



## Setting Up Voicemail

### Set up voicemail and create a password

- Tap Voicemail. The first time you tap Voicemail, iPhone prompts you to create a voicemail password and record your voicemail greeting.

### Record a new voicemail greeting

- 1 Tap Voicemail and tap Greeting. Then tap Custom.
- 2 Tap Record and say your greeting.
- 3 When you finish, tap Stop. To listen to your greeting, tap Play.
- 4 When you're satisfied, tap Save.

### Set iPhone to play a default voicemail greeting

- Tap Voicemail and tap Greeting. Then tap Default. When someone calls, they'll hear a standard message that includes your phone number.

## Checking Voicemail

On iPhones with visual voicemail, the Voicemail screen shows your voicemail messages. Unheard messages have a blue dot  next to them.



### Listen to a new voicemail message

- If you receive visual voicemail, tap Voicemail, then tap the new message. The message downloads to iPhone and plays. Tap  to pause the message. Tap  to resume playback.

You can skip to any point in a message by dragging the playhead on the scrubber bar. This is useful if you want to review part of a message—to hear a phone number again, for example.

Once you listen to a message, it is saved for a limited number of days (depending on your carrier), then deleted automatically.

To	Do this
Listen to a message again	Tap the message and tap  .
Listen to a deleted message	Tap Deleted Messages (at the end of your voicemail messages), then tap the message you want to hear.
Listen over the speakerphone	Tap Speaker.
Select audio when a Bluetooth headset or car kit is connected	Tap Audio and choose the Bluetooth device, iPhone, or Speaker Phone.

- If visual voicemail is not available, tap Voicemail and follow the voice prompts to retrieve your voicemail messages.

### Check voicemail from another phone

- Dial the remote access voicemail number provided by your carrier.

To set up a password for voicemail, see “Change the voicemail password” on page 102.

## Returning a Call

It's simple to return a call from visual voicemail.

- Tap a message, then tap Call Back.

## Deleting Messages

Deleted visual voicemail messages are saved on iPhone for a time, then they are automatically and permanently erased. Before messages are erased permanently, you can still view and listen to them, and even undelete them.

### Delete a message

- If you receive visual voicemail, tap a message, then tap Delete.  
If visual voicemail isn't available, tap Voicemail and follow the voice prompts to retrieve and delete your voicemail messages.

### Undelete a message

- Tap Deleted Messages (at the end of your visual voicemail messages), then tap a message and tap Undelete. The message returns to your messages list.

## Getting Contact Information

Visual voicemail saves more than just recorded messages. The date and time of the call, the length of the message, and any available contact information are all included.

If the caller is already in your contacts, that information is a tap away. If the message is from someone not in your contacts, you can easily add the number if it's not blocked. You can also add a caller to your favorites list from visual voicemail.

To	Do this
See a caller's contact information	Tap  next to a message. Tap a number or email address to contact the caller. Tap Text Message to text the caller.
Add a caller's number to your contacts list	Tap  next to a message. Then tap Create New Contact, or tap "Add to Existing Contact" and choose a contact.
Add a caller to your favorites list	Tap  next to a message, then tap "Add to Favorites."

## Setting an Alert Sound for Voicemail

You can set an alert to sound whenever you receive a new voicemail. The alert sounds only once for each new voicemail.

### Set an alert sound for new voicemail

- From the Home screen choose Settings > Sounds, then turn New Voicemail on or off.  
If the Ring/Silent switch is off, iPhone won't make alert sounds even if they're turned on in Settings.

## Recording Your Voicemail Greeting

The voicemail greeting, or outgoing message, is what a caller hears when you decline or don't answer a call, and the call is sent to voicemail. A default greeting may be provided by your carrier. You can record a custom greeting to use instead.

### Record a voicemail greeting

- 1 In Voicemail, tap Greeting in the upper-left corner of the screen.
- 2 Tap Custom.
- 3 Tap Record when you're ready to record your greeting.
- 4 Tap Stop when you finish.

To review the greeting, Tap Play. If you're not satisfied, repeat steps 2 through 4 to re-record the greeting.

- 5 Tap Save.

## Adding Contact Information to iPhone

With iPhone Contacts, it's easy to have all your contact information with you. You can sync the contact information from your computer to iPhone, and you can enter new contacts and make changes directly on iPhone.

### Syncing Contact Information from Your Computer

If you've set up iTunes to sync contacts automatically, iTunes keeps your contacts up-to-date—whether you make changes on your computer or on iPhone. iTunes supports syncing with the following applications on your computer.

- *On a Mac:* Mac OS X Address Book, Microsoft Entourage, and Yahoo! Address Book
- *On a PC:* Yahoo! Address Book, Windows Address Book (Outlook Express), or Microsoft Outlook 2003 or 2007

For information about syncing iPhone with your address books and other information on your computer, see “Syncing iPhone with Your Computer” on page 7.

### Adding and Editing Contacts Directly on iPhone

Your contacts are always quickly available on iPhone, whenever you need them. iPhone lets you view and add contact information directly from Phone, Mail, and Text applications. If someone calls, emails, or sends you a text message, you can add them to your contacts, right where you are. If you're entering a new contact from scratch, however, you do that in Phone.

#### Add a contact to iPhone

- Choose Contacts and tap **+**, then enter the contact information.



### Delete a contact

- 1 Tap Contacts and choose a contact.
- 2 Tap Edit.  
Scroll to the bottom of the contact information and tap Delete Contact.

### Add a contact from a number entered using the keypad

- 1 Tap Keypad and enter a number, then tap .
- 2 Tap Create New Contact and enter the caller's information, or tap "Add to Existing Contact" and choose a contact.

### Edit a contact's phone number, address, and other information

- Tap Contacts and choose a contact, then tap Edit.
  - To add an item—such as a web address or mobile phone number, tap  next to the item.
  - To delete an item, tap  next to it.

### Enter a pause in a number

- Tap , then tap Pause.

Pauses are sometimes required by phone systems—before an extension or password, for example. Each pause lasts 2 seconds. You may need to enter more than one.

### Add a recent caller's information to your contacts

- Tap Recents and tap  next to the number. Then tap Create New Contact and enter the caller's information, or tap "Add to Existing Contact" and choose a contact.

### Assign a photo to a contact or change a contact's photo

- 1 Tap Contacts and choose a contact.
- 2 Tap Edit and tap Add Photo, or tap the existing photo.
- 3 Tap Take Photo to use the camera to take a picture. Or tap Choose Existing Photo and choose a photo.
- 4 Move and scale the photo the way you want it. Pinch or double-tap to zoom in or out. Drag the photo up, down, or sideways.
- 5 Click Set Photo.

## Using Contact Information

You can do a lot more than make a call from the Info screen. For example, with a single tap, create a new email message addressed to your contact, visit their website, or locate their home or business in Maps.

- Tap contacts and choose a contact. Then tap an item.




## Adding Entries to Your Favorites List for Quick Access

### Add a contact's number to your favorites list

- Tap Contacts and choose a contact. Then tap "Add to Favorites" and choose the number you want to add.

### Add a recent caller's number to your favorites list

- Tap Recents and tap  next to a caller, then tap "Add to Favorites."

To	Do this
Call a contact from your favorites list	Tap Favorites and choose a contact.
Delete a contact from your favorites list	Tap Favorites and tap Edit. Then tap  next to a contact or number and tap Remove.
Reorder your favorites list	Tap Favorites and tap Edit. Then drag  next to a contact to a new place in the list.

## Seeing Your Own Phone Number

In some regions, iPhone displays your phone number at the top of the Contacts screen.

- Tap Contacts and scroll to the top of the list.

## Ringtones

iPhone comes with a number of ringtones that you can use for incoming calls, Clock alarms, and the Clock timer. You can also create ringtones in iTunes using songs purchased from the iTunes Store.<sup>1</sup> Use the Ringtones pane in iTunes to select the ringtones you want to sync to iPhone. See “Setting Up Syncing” on page 8.

A dedicated switch on the side of iPhone lets you quickly turn ringing on or off. You can also set iPhone to vibrate or not.

### Setting Ringtones

In addition to the default ringtone, you can assign individual ringtones to people in your contacts so that you can tell when a particular person calls.

#### Set the default ringtone

- From the Home screen choose Settings > Sounds > Ringtone, then choose a ringtone.

#### Assign a ringtone to a contact

- From Phone, tap Contacts and choose a contact. Tap Ringtone and choose a ringtone. When that person calls, you hear that ringtone.

### Setting the Ring Mode

You can switch between ring  and silent  mode. You can set iPhone to vibrate in either mode or both.

**Note:** Alarms that you’ve set using the Clock application still sound even when you set the Ring/Silent switch to silent.

#### Switch between ring mode and silent mode

- Flip the Ring/Silent switch on the side of iPhone.



You can tell by feel if iPhone is set to ring or be silent. The Ring/Silent switch is aligned with the volume buttons when it is set to ring. In silent mode, the button is offset.

<sup>1</sup> Charges may apply. Not all songs in the iTunes Store can be used to create ringtones.

## Setting iPhone to Vibrate

You can have iPhone vibrate when you receive a call. Separate controls let you set iPhone to vibrate in ring mode, silent mode, or both.

### Set whether iPhone vibrates

- From the Home screen choose Settings > Sounds. To set whether iPhone vibrates in silent mode, turn Vibrate under Silent  on or off. To set whether iPhone vibrates in ring mode, turn Vibrate under Ring  on or off.

For more information about changing sound and vibrate settings, see page 93.

## Using iPhone with a Bluetooth Headset or Car Kit

You can talk on iPhone hands-free using the optional iPhone Bluetooth Headset.

You can also use iPhone with other Bluetooth headsets. If your car has a Bluetooth car kit, you can talk in your car hands-free without using a headset.

**WARNING:** For important information about avoiding hearing loss and about driving safely, see the *Important Product Information Guide* at [www.apple.com/support/manuals/iphone](http://www.apple.com/support/manuals/iphone).

## Using the iPhone Bluetooth Headset

The iPhone Bluetooth Headset, available separately, is unlike any other Bluetooth headset you've used before. It features autopairsting and simple operation. You can pair iPhone with the headset simply by placing iPhone and the headset in the iPhone Dual Dock, which comes with the headset. Pairing sets iPhone to work with only one headset, preventing connections with other headsets.

### Pair iPhone with the iPhone Bluetooth Headset

- Connect the iPhone Dual Dock to your computer, then place iPhone and the headset in the dock.



The first time you connect the headset, let it charge for about an hour until the status light on the headset turns from amber to green. When iPhone and the headset are both in the dock, iPhone displays the battery level for the headset.

### Connect the iPhone Bluetooth Headset with iPhone

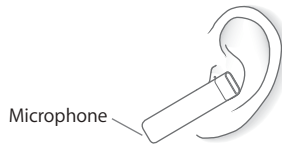
Before you can answer or make calls with the headset, the headset must be wirelessly connected to iPhone.

- Press the button on the headset.

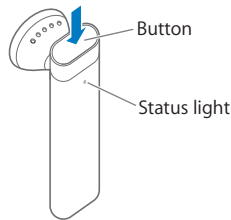
When the headset is connected, the blue (📶) or white (📶) Bluetooth icon appears in the iPhone status bar at the top of the screen (the color of the icon depends on the color of the current status bar). An icon showing the headset battery status (🔋) also appears in the status bar.

### Make or answer a call

- 1 Place the headset in either ear with the microphone pointed towards your mouth.



- 2 Make a call on iPhone, or press the button on top of the headset to answer an incoming call.



- 3 When you finish, press the button to end the call.

### Adjust the volume

- Use the volume buttons on the side of iPhone.

### Using a Third-Party Headset or Car Kit

Other Bluetooth headsets and car kits may be used with iPhone as well. You must first pair a Bluetooth device with iPhone before you can use it for your phone calls.

### Pairing a Bluetooth Headset or Car Kit

Pairing sets iPhone to work with only one headset. This prevents iPhone from sending your calls to some other headset.

### Pair iPhone with a Bluetooth headset or car kit

- 1 Follow the instructions that came with the headset or car kit to make it discoverable or to set it to search for other Bluetooth devices. This may involve entering a passkey or PIN number.
- 2 From the Home screen, choose Settings > General > Bluetooth and turn Bluetooth on. iPhone searches for nearby Bluetooth devices.
- 3 Choose the headset or device on iPhone and enter a passkey or PIN number. The instructions that came with the headset or car kit should tell you how to get the passkey.

### Routing Calls Through a Bluetooth Headset, Car Kit, or iPhone

After you've paired a Bluetooth device to work with iPhone, you must make a connection to have iPhone use the device for your calls.

When iPhone is connected to a Bluetooth device, all outgoing calls are routed through the device by default. Incoming calls are routed through the device if you answer using the device, and through iPhone if you answer using iPhone. In some cases, your contacts list transfers to the car kit and you can start a call by looking up a contact on the car kit's display.

iPhone can be connected with only one Bluetooth device at a time.

### Route calls through a Bluetooth headset or car kit

- Make a connection between iPhone and the headset or car kit.

To connect with a third-party Bluetooth headset, see the documentation that came with the headset.

Once you have paired iPhone with a Bluetooth car kit, iPhone connects to the car kit automatically when you start the car (if you have iPhone with you and Bluetooth is turned on).

### Bluetooth Status

You can see whether Bluetooth is on or off, and whether a Bluetooth device is connected to iPhone, by looking at the Bluetooth icon  in the iPhone status bar at the top of the screen:

-  or  (*white*): Bluetooth is on and a device is connected to iPhone.
-  (*gray*): Bluetooth is on but no device is connected. If you've paired a device with iPhone, it may be out of range or turned off.
- *No Bluetooth icon in status bar*: Bluetooth is turned off.

### Routing Calls Back through iPhone

There are a few ways to stop using a headset or car kit and go back to hearing calls through iPhone.

### Route calls through iPhone

- Answer a call by tapping the iPhone touchscreen.
- During a call, tap Audio on iPhone. Choose iPhone to hear calls through iPhone, choose Speaker Phone to hear calls through the speakerphone, or choose a connected Bluetooth device.
- Turn off Bluetooth. From the Home screen choose Settings > General > Bluetooth and drag the switch to Off.
- Turn off the headset or car kit, or move out of range. You must be within about 30 feet of a Bluetooth device for it to be connected to iPhone.

To turn off the iPhone Bluetooth Headset, press and hold the button until you hear the falling tones.

### Unpairing a Device from iPhone

If you've paired iPhone with a device and want to use another device instead, you must unpair the first device.

#### Unpair a device from iPhone

- 1 From the Home screen choose Settings > General > Bluetooth. If Bluetooth isn't on, turn it on.
- 2 Choose a device and tap Unpair.

Until you pair the device with iPhone again, iPhone doesn't route calls through it.

### Turning Bluetooth on iPhone On or Off

- From the Home screen choose Settings > General > Bluetooth, then turn Bluetooth on or off.

## Calling to and from Other Countries

iPhone is a quad-band GSM phone. It supports the most common frequencies in the U.S., Europe, and Asia (850, 900, 1800, and 1900 MHz), ensuring broad international coverage.

### International Calls

Your carrier's calling plans allow you to make international calls from your home country. International long-distance rates may apply when you make a call to another country.

For information about making international calls, including rates and other charges that may apply, contact your carrier or go to your carrier's website.

## International Roaming

You can use iPhone to make calls in many countries around the world. You must first enable your carrier's service plan for international roaming.

So that you can still make calls by tapping entries in contacts or favorites, you can set iPhone to add your country prefix automatically to phone numbers when you're calling from another country.

When you're traveling outside your carrier's network, you may be able to choose among different carriers in the area where you're traveling.

**Note:** Roaming charges may apply. To avoid roaming charges, make sure Data Roaming is turned off.

For information about making international calls, including rates and other charges that may apply, contact your carrier or go to your carrier's website.

### Make a call from outside your home country

- Contact your carrier to enable your iPhone account for international roaming.

### Set iPhone to add the correct prefix when dialing from another country

- From the Home screen choose Settings > Phone, then turn International Assist on or off. By default, International Assist is on.<sup>1</sup>

### Set the carrier network to use

- In Settings, tap Carrier, then select the carrier network you prefer. You can only make calls on carriers that have roaming agreements with your iPhone service provider. Any roaming charges may be billed from the selected network. See "Carrier" on page 93 for more information.

### Turn Data Roaming on or off

You can avoid roaming charges when you're traveling outside your carrier's network by leaving Data Roaming turned off (Data Roaming is turned off by default).

To enable email, web browsing, and other data services whenever possible, turn Data Roaming on.

- In Settings, choose General > Network and turn Data Roaming on.

Roaming charges may be incurred.

## Phone Settings

From the Home screen choose Settings > Phone to adjust Phone settings. See page 101.

<sup>1</sup> Not available in all areas.



Tap Mail to send and check email.



Mail is a rich HTML email client that retrieves your email in the background while you do other things on iPhone. iPhone works with the most popular email systems—including Yahoo! Mail, Google email, AOL, and .Mac Mail—as well as other industry-standard POP3 and IMAP email systems. Mail lets you send and receive photos and graphics, which are displayed in your message along with the text. You can also get PDFs and other attachments and view them on iPhone.

## Setting Up Email Accounts

You must have an email address—which looks like “yourname@example.com”—to use iPhone for email. If you have Internet access, you most likely got an email address from your Internet service provider.

If you chose automatic syncing during setup, your existing email accounts should be already set up and ready to go. Otherwise, you can set iTunes to sync your email accounts, or configure email accounts directly on iPhone.

## Syncing Email Accounts to iPhone

You use iTunes to sync your email accounts to iPhone. iTunes supports Mail and Microsoft Entourage on a Mac, and Microsoft Outlook 2003 or 2007 and Outlook Express on a PC. See “Setting Up Syncing” on page 8.

**Note:** Syncing an email account to iPhone copies the email *account setup*, not the messages themselves. Whether the messages in your inbox appear on both iPhone and your computer depends on the type of email account you have and how it's configured.

## If You Don't Have an Email Account

Email accounts are available from most Internet service providers. If you use a Mac, you can get an email address, along with other services, at [www.mac.com](http://www.mac.com). Fees may apply.

Free accounts are also available online:

- [www.mail.yahoo.com](http://www.mail.yahoo.com)

Yahoo! provides free “push” email accounts. With a push email account, email is transferred to iPhone as soon as it is received by the mail server.

To receive push email, you must first set up a Yahoo! account on iPhone.

- [www.google.com/mail](http://www.google.com/mail)
- [www.aol.com](http://www.aol.com)

## Setting Up an Email Account on iPhone

You can set up and make changes to an email account directly on iPhone. Your email service provider can provide the account settings you need to enter.

Changes you make on iPhone to an email account synced from your computer are *not* copied to your computer.

For help in setting up email accounts on iPhone, use the online iPhone Mail Setup Assistant at:

[www.apple.com/support/iphone/mailhelper](http://www.apple.com/support/iphone/mailhelper)

### Enter account settings directly on iPhone

- 1 If this is the first account you're setting up on iPhone, tap Mail. Otherwise, from the Home screen choose Settings > Mail > Accounts > Add Account.
- 2 Choose your email account type: Y! Mail (for Yahoo!), Google email, .Mac, AOL, or Other.
- 3 Enter your account information:

If you're setting up a Yahoo!, Google email, .Mac, or AOL account, enter your name, email address, and password. After that, you're done.

Otherwise, click Other, select a server type—IMAP, POP, or Exchange—and enter your account information:

- Your email address
- The email server type (IMAP, POP, or Exchange)
- The Internet host name for your incoming mail server (which may look like “mail.example.com”)
- The Internet host name for your outgoing mail server (which may look like “smtp.example.com”)

- Your user name and password for incoming and outgoing servers (you may not need to enter a user name and password for an outgoing server)

**Note:** Exchange email accounts must be configured for IMAP in order to work with iPhone. Contact your IT organization for more information.

## Sending Email

You can send an email message to anyone who has an email address. You can send the message to one person or to a group of people.

### Compose and send a message

- 1 Tap .
- 2 Type one or more names or email addresses in the To or Cc (carbon copy) fields, or tap  and choose a contact to add the contact's email address.  
As you type an email address, comparable email addresses from your contacts list appear below. Tap one to add it.
- 3 Type a subject if you like, then type a message.
- 4 Tap Send.

### Send a photo in a message

- From the Home screen choose Photos, then choose a photo. Then tap  and tap Email Photo.

If you have more than one email account on iPhone, the photo is sent using the default account (see page 101).

### Save a message as a draft so you can work on it later

- Start composing the message and tap Cancel. Then tap Save. You can find the message in the Drafts mailbox, add to it or change it, and then send it.

### Reply to a message

- Open a message and tap . Tap Reply to reply to just the person who sent the message. Tap Reply All to reply to the sender and the other recipients. Then add a message of your own if you like, and tap Send.

When you reply to a message, files or images attached to the initial message aren't sent back.

### Forward a message

- Open a message and tap , then tap Forward. Add one or more email addresses and a message of your own if you like, then tap Send.

When you forward a message, you can include the files or images attached to the original message.

## Send a message to a recipient of a message you received

- Open the message and tap the recipient's name or email address, then tap Email.

## Checking and Reading Email

The Mail icon shows the total number of unread messages in all of your inboxes. You may have other unread messages in other mailboxes.



Number of  
unread emails

On each account screen, you can see the number of unread messages next to each mailbox.

Tap to see all  
your email accounts



Number of  
unread messages

Tap a mailbox to see its messages. Unread messages have a blue dot  next to them.

Unread messages



## Read a message

- Tap a mailbox, then tap a message. Within a message, tap ▲ or ▼ to see the next or previous message.

## 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.

If a link leads to a sound or movie file supported by iPhone, Safari plays the sound or movie. For supported file types, see page 117.

To	Do this
See a link's destination address	Touch and hold the link. The address pops up next to your finger. You can touch and hold an image to check if it has a link.
Stop a webpage from loading if you change your mind	Tap <b>X</b>
Reload a webpage	Tap <b>C</b>
Return to the previous or next webpage	Tap <b>◀</b> or <b>▶</b> at the bottom of the screen.
Return to any of the last several webpages you've visited	Tap <b>📖</b> and tap History. To clear the history list, tap Clear.
Send a webpage address over email	Tap <b>+</b> and tap "Mail Link to this Page." You must have an email account set up on iPhone (see page 46).

## Zooming In to See a Webpage More Easily

### View a webpage in widescreen orientation

- Rotate iPhone sideways. Safari automatically reorients and expands the page.





### Resize any column to fit the screen

- Double-tap the column. The column expands, so you can read it more easily.



Double-tap again to zoom back out.

### Zoom in on part of a webpage

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

### Zoom in or out manually

- Pinch to zoom in or out.

### Scroll around the page

- Drag up, down, or sideways. When scrolling, you can touch and drag anywhere on the page without activating any links. If you tap a link, you follow the link, but if you drag a link, the page scrolls.

### Scroll within a frame on a webpage

- Use two fingers to scroll within a frame on a webpage. Use one finger to scroll the entire webpage.

### Jump to the top of a webpage

- Tap the status bar at the top of the iPhone screen.

## Searching the Web

By default, Safari searches using Google. You can set it to search using Yahoo!, instead.

### Search for anything on the web

- 1 Tap **Q** to go to the Google search field.
- 2 Type a word or phrase that describes what you're looking for, then tap Google.
- 3 Tap a link in the list of search results to open a webpage.

### Set Safari to search using Yahoo!

- From the Home screen choose Settings > Safari > Search Engine, then choose Yahoo!.

## Opening Multiple Webpages at Once

You can have more than one webpage open at a time. Some links automatically open a new page instead of replacing the current one.

The number inside the pages icon  at the bottom of the screen shows how many pages are open. If there's no number inside, just one page is open.

For example:

 = one page is open

 = three pages are open

### Open a new webpage

- Tap  and tap New Page.

### See all open pages and go to another page that's open

- Tap  and flick left or right. When you get to the page you want, tap it.



### Close a webpage

- Tap  and tap . You can't close a page if it's the only one that's open.

## Typing in Text Fields

Some webpages have forms or text fields you can enter information in.

### Bring up the keyboard

- Tap inside a text field.

### Move to other text fields on the webpage

- Tap another text field. Or tap the Next or Previous button.

### **Submit the form**

- Once you finish filling out the text fields on the page, tap Go or Search. Most pages also have a link you can tap to submit the form.

### **Dismiss the keyboard without submitting the form**

- Tap Done.

## **Adding Safari Web Clips to the Home Screen**

You can add Web Clips for your favorite websites to the Home screen for fast access. Web Clips appear as icons, which you can arrange however you want on the Home screen. See “Customizing the Home Screen Layout” on page 16.

### **Add a Web Clip to the Home screen**

- Open the page and tap . Then tap “Add to Home Screen.”

Web Clips remember the displayed portion—the zoom level and location—of webpages. When you open a Web Clip, Safari automatically zooms and scrolls to that portion of the webpage again. The displayed portion is also used to create the icon for the Web Clip on the Home screen.

Before you add a Web Clip, you can edit its name. If the name is too long (more than about 10 characters), it may appear abbreviated on the Home screen.

### **Delete a Web Clip from the Home screen**

- 1 Touch and hold any Home screen icon until the icons begin to wiggle.
- 2 Tap the “x” in the corner of the Web Clip you want to delete.
- 3 Tap Delete, then press the Home  button to save your arrangement.

## **Using Bookmarks**

You can bookmark webpages, so that you can quickly return to them at any time without having to type the address.

### **Bookmark a webpage**




- Open the page and tap . Then tap Add Bookmark.

Before you save a bookmark you can edit its title or choose where to save it. By default, the bookmark is saved in the top-level Bookmarks folder. Tap Bookmarks to choose another folder.

### **Open a bookmarked webpage**

- Tap , then choose a bookmark or tap a folder to see the bookmarks inside.

### Edit a bookmark or bookmark folder

- Tap , choose the folder that has the bookmark or folder you want to edit, then tap Edit. Then do one of the following:
  - *To make a new folder*, tap New Folder.
  - *To delete a bookmark or folder*, tap  next to the bookmark or folder, then tap Delete.
  - *To reposition a bookmark or folder*, drag  next to the item you want to move.
  - *To edit the name or address of a bookmark or folder, or to put it in a different folder*, tap the bookmark or folder.

When you finish, tap Done.

## Syncing Bookmarks

If you use Safari on a Mac, or Safari or Microsoft Internet Explorer on a PC, you can sync bookmarks on iPhone with bookmarks on your computer.

### Sync bookmarks between iPhone and your computer

- Connect iPhone to your computer. If bookmarks are set to be synced automatically (see page 8), the sync begins.

## Safari Settings

From the Home screen choose Settings > Safari to adjust security and other settings. See page 106.

Tap iPod to listen to songs, audiobooks, and podcasts, and watch videos.



iPod on iPhone works . . . just like an iPod! iPhone syncs with iTunes on your computer to get the songs, videos, and other content you've collected in your iTunes library.

### Syncing iPod Content from Your iTunes Library

If you've turned on syncing, iTunes automatically syncs content from your iTunes library to iPhone each time you connect it to your computer. iTunes lets you sync all of your media, or specific songs, videos, and podcasts. For example, you could set iTunes to sync selected music playlists and the three most recent episodes of your favorite video podcast.

If there are more songs in your iTunes library than can fit on your iPhone, iTunes asks if you want to create a special playlist and set it to sync with iPhone. Then iTunes randomly fills the playlist. You can add or delete songs from the playlist and sync again. If you set iTunes to sync more songs, videos, and other content than can fit on iPhone, you can have iTunes automatically delete random content from iPhone to make room, or you can stop the sync and reconfigure your sync settings.

When you sync podcasts or audiobooks on iPhone with those on your computer, both iTunes and iPhone remember where you last left off and start playing from that position.

For information about using iTunes to get music and other media onto your computer, see "Syncing iPhone with Your Computer" on page 7.

## Transferring Purchased Content from iPhone to Another Authorized Computer

Music, video, and podcasts sync from your iTunes library to iPhone, but not from iPhone to your iTunes library. However, content you purchased using the iTunes Wi-Fi Music Store on iPhone is automatically copied to your iTunes library.

You can also transfer content on iPhone that was purchased using iTunes on one computer to an iTunes library on another authorized computer.

### Transfer content from iPhone to another computer

- Connect iPhone to the other computer. iTunes asks if you want to transfer purchased content. You can also connect iPhone and, in iTunes, choose File > Transfer Purchases. To play the content, the computer must be authorized to play content from your iTunes account.

## Supported Music and Video Formats

Only songs and videos encoded in formats that iPhone supports are transferred to iPhone. For information about which formats iPhone supports, see page 117.

## Converting Videos for iPhone

You can add videos other than those purchased from iTunes to iPhone, such as videos you create in iMovie on a Macintosh or videos you download from the Internet.

If you try to add a video from iTunes to iPhone and a message says the video can't play on iPhone, you can convert the video.

### Convert a video to work with iPhone

- Select the video in your iTunes library and choose Advanced > "Convert Selection for iPod." Then add the converted video to iPhone.

## Playing Music

The high-resolution multi-touch display makes listening to songs on iPhone as much a visual experience as a musical one. You can scroll through your playlists, or use Cover Flow to browse through your album art.

**WARNING:** For important information about avoiding hearing loss, see the *Important Product Information Guide* at [www.apple.com/support/manuals/iphone](http://www.apple.com/support/manuals/iphone).

## Playing Songs, Audiobooks, and Podcasts

### Browse your collection

- Tap Playlists, Artists, or Songs. Tap More to browse Albums, Audiobooks, Compilations, Composers, Genres, or Podcasts.

## Play a song

- Tap the song.

## Controlling Song Playback

When you play a song, the Now Playing screen appears:



To	Do this
Pause a song	Tap <b>II</b> or click the mic button on the iPhone headset.
Resume playback	Tap <b>▶</b> or click the mic button on the iPhone headset.
Raise or lower the volume	Drag the volume slider or use the buttons on the side of iPhone.
Restart a song or a chapter in an audiobook or podcast	Tap <b>⏮</b> .
Skip to the next or previous song or chapter in an audiobook or podcast	Tap <b>⏮</b> twice to skip to the previous song. Tap <b>⏭</b> to skip to the next song, or click the mic button on the iPhone headset twice quickly.
Rewind or fast-forward	Touch and hold <b>⏮</b> or <b>⏭</b> .
Return to the iPod browse lists	Tap <b>⏪</b> . Or swipe to the right over the album cover.
Return to the Now Playing screen	Tap Now Playing.
See the tracks in your collection from the current album	Tap <b>⏸</b> . Tap any track to play it.
Display a song's lyrics	Tap the album cover when playing a song. (Lyrics appear only if you've added them to the song using the song's Info window in iTunes.)

## Displaying playback controls at any time

You can display playback controls at any time when you're listening to music and using another application—or even when iPhone is locked—by double-clicking the Home  button (see “Home Button” on page 95). If iPhone is active, the playback controls appear over the application you're using. After using the controls, you can close them or tap Music to go to the Now Playing screen. If iPhone is locked, the controls appear onscreen, then disappear automatically after you finish using them.

## Additional Controls

- From the Now Playing screen tap the album cover.

The repeat and shuffle controls and the scrubber bar appear. You can see time elapsed, time remaining, and the song number. The song's lyrics appear also, if you've added them to the song in iTunes.



To	Do this
Set iPhone to repeat songs	Tap  . Tap  again to set iPhone to repeat only the current song.  = iPhone is set to repeat all songs in the current album or list.  = iPhone is set to repeat the current song over and over.  = iPhone is not set to repeat songs.
Skip to any point in a song	Drag the playhead along the scrubber bar.
Set iPhone to shuffle songs	Tap  . Tap  again to set iPhone to play songs in order.  = iPhone is set to shuffle songs.  = iPhone is set to play songs in order.
Shuffle the tracks in any playlist, album, or other list of songs	Tap Shuffle at the top of the list. For example, to shuffle all the songs on iPhone, choose Songs > Shuffle. Whether or not iPhone is set to shuffle, if you tap Shuffle at the top of a list of songs, iPhone plays the songs from that list in random order.



## Browsing Album Covers in Cover Flow

When you're browsing music, you can rotate iPhone sideways to see your iTunes content in Cover Flow and browse your music by album artwork.



To	Do this
See Cover Flow	Rotate iPhone sideways.
Browse album covers	Drag or flick left or right.
See the tracks on an album	Tap a cover or ⓘ.



To	Do this
Play any track	Tap the track. Drag up or down to scroll through the tracks.
Return to the cover	Tap the title bar. Or tap ⓘ again.
Play or pause the current song	Tap ► or   . Or, if you're using the included stereo headset, click the mic button.

## Viewing All Tracks on an Album

See all the tracks on the album that contains the current song

- From the Now Playing screen tap . Tap a track to play it. Tap the album cover thumbnail to return to the Now Playing screen.



In track list view, you can assign ratings to songs. You can use ratings to create smart playlists in iTunes that dynamically update to show, for example, your highest rated songs.

### Rate a song

- Drag your thumb across the ratings bar to give the song zero to five stars.

## Making Playlists Directly on iPhone

### Make an on-the-go playlist

- 1 Tap Playlists and tap On-The-Go.
- 2 Browse for songs using the buttons at the bottom of the screen. Tap any song or video to add it to the playlist. Tap Add All Songs at the top of any list of songs to add all the songs in the list.
- 3 When you finish, tap Done.

When you make an on-the-go playlist and then sync iPhone to your computer, the playlist is saved on iPhone and in your iTunes library, then deleted from iPhone. The first is saved as "On-The-Go 1," the second as "On-The-Go 2," and so on. To get a playlist back on iPhone, select iPhone in the iTunes source list, click the Music tab, and set the playlist to sync.

### Edit an on-the-go playlist

- Tap Playlists, tap On-The-Go, tap Edit, then do one of the following:
  - To move a song higher or lower in the list, drag next to the song.
  - To delete a song from the playlist, tap next to a song, then tap Delete. Deleting a song from the on-the-go playlist doesn't delete it from iPhone.
  - To clear the entire playlist, tap Clear Playlist.
  - To add more songs, tap .

## Watching Videos

With iPhone, you can view video content such as movies, music videos, and video podcasts. Videos play in widescreen to take full advantage of the display. If a video contains chapters, you can skip to the next or previous chapter, or bring up a list and start playing at any chapter that you choose. If a video provides alternate language features, you can choose an audio language or display subtitles.

### Playing Videos on iPhone

#### Play a video

- Tap Videos and tap the video.

#### Display playback controls

- Tap the screen to show the controls. Tap again to hide them.



*Say It Right* by Nelly Furtado is available on iTunes in select countries.

To	Do this
Play or pause a video	Tap ► or   .
Raise or lower the volume	Drag the volume slider.
Start a video over	Drag the playhead on the scrubber bar all the way to the left, or tap ◀◀ if the video doesn't contain chapters.
Skip to the previous or next chapter (when available)	Tap ◀◀ to skip to the previous chapter. Tap ▶▶ to skip to the next chapter.
Start playing at a specific chapter (when available)	Tap ≡, then choose a chapter from the list.
Rewind or fast-forward	Touch and hold ◀◀ or ▶▶.
Skip to any point in a video	Drag the playhead along the scrubber bar.

To	Do this
Stop watching a video before it finishes playing	Tap Done. Or press the Home  button.
Scale a video to fill the screen or fit to the screen	Tap  to make the video fill the screen. Tap  to make it fit the screen. You can also double-tap the video to toggle between fitting and filling the screen.  When you scale a video to fill the screen, the sides or top may be cropped from view. When you scale it to fit the screen, you may see black bars on the sides or above and below the video.
Select an alternate audio language (when available)	Tap  , and choose a language from the Audio list.
Show or hide subtitles (when available)	Tap  , and choose a language, or Off, from the Subtitles list.
Play the sound from a music video or video podcast without showing the video	Browse for the music video or podcast through lists other than the Videos list. To play the video for a music video or podcast, you must browse for it through the Videos list.

## Watching Rented Movies

You can rent movies from the iTunes Store and watch them on iPhone. You use iTunes to rent the movies and transfer them to iPhone. (Rented movies are not available in all regions. iTunes version 7.6 or later is required.)

Rented movies are playable only for a limited time. The time remaining in which you must finish watching a rented movie appears near its title. Movies are automatically deleted when they expire. Check the iTunes Store for the expiration times before renting a movie.

### Transfer rented movies to iPhone

- Connect iPhone to your computer. Then select iPhone in the iTunes window (below Devices, on the left), click Video, and select the rented movies you want to transfer. Your computer must be connected to the Internet.

**Note:** Once a rented movie is transferred to iPhone, you can't transfer it back to your computer to watch it there.

### View a rented movie

- On iPhone, choose iPod > Videos and select a movie.

## Watching Videos on a TV Connected to iPhone

You can connect iPhone to your TV and watch your videos on the larger screen. Use the Apple Component AV Cable, Apple Composite AV Cable, or other iPhone compatible cable. You can also use these cables with the Apple Universal Dock to connect iPhone to your TV. (The Apple Universal Dock includes a remote, which allows you to control playback from a distance.) Apple cables and docks are available for purchase separately at [www.apple.com/ipodstore](http://www.apple.com/ipodstore).

## Deleting Videos from iPhone

You can delete videos directly from iPhone to save space.

### Delete a video

- In the videos list, swipe left or right over the video, then tap Delete.

When you delete a video (not including rented movies) from iPhone, it isn't deleted from your iTunes library and you can sync the video back to iPhone later. If you don't want to sync the video back to iPhone, set iTunes to not sync the video (see page 8).

If you delete a rented movie from iPhone, it is deleted permanently and cannot be transferred back to your computer.

## Setting a Sleep Timer

You can set iPhone to stop playing music or videos after a period of time.

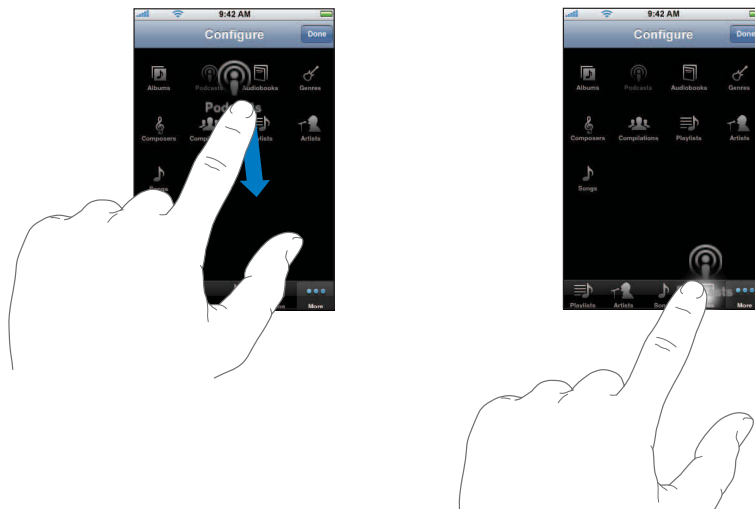
- From the Home screen choose Clock > Timer, then flick to set the number of hours and minutes. Tap When Timer Ends and choose Sleep iPod, tap Set, then tap Start to start the timer.

When the timer ends, iPhone stops playing music or video, closes any other open application, and then locks itself.

## Changing the Browse Buttons at the Bottom of the Screen

You can replace the Playlists, Artist, Songs, or Videos browse buttons at the bottom of the screen with ones you use more frequently. For example, if you listen to podcasts a lot and don't watch many videos, you can replace the Videos button with Podcasts.

- Tap More and tap Edit, then drag a button to the bottom of the screen, over the button you want to replace.



You can drag the buttons at the bottom of the screen left or right to rearrange them. When you finish, tap Done.

Tap More at any time to access the buttons you replaced.

## iPod Settings

From the Home screen choose Settings > iPod to adjust settings for music and video playback on your iPod. See page 104.

## Text



### Sending and Receiving Text Messages

You can send and receive text messages anytime you're in range of the cell network. If you can make a call, you can send a text message. Depending on your phone plan, you may be charged for text messages you send or receive.

You can send text messages to anyone with an SMS-capable phone. The recipient is notified of the message and can read it and reply at any time. You can also send text messages to multiple people at the same time.

**WARNING:** For important information about driving safely, see the *Important Product Information Guide* at [www.apple.com/support/manuals/iphone](http://www.apple.com/support/manuals/iphone).

#### Send a new text message

- Tap , then enter a phone number or name, or tap  and choose a contact from your contacts list. Type a message and tap Send.

The Text icon on the Home screen shows the total number of unread text messages you have.



Number of  
unread messages

As you text back and forth with a person over time, your conversation is saved in the Text Messages list. Conversations that contain unread messages have a blue dot  next to them. Tap a name in the list to see or add to that conversation.



### Send a text message to multiple people

- Tap , then add people one at a time. If you enter a phone number manually (instead of selecting it from Contacts), you must tap Return before entering another entry.

**Note:** Replies from any of the recipients are sent only to you; the other people you texted won't see anyone else's reply.

### Reply to a text message or send one to someone (or a set of people) you've texted before

- Tap a name or phone number in the Text Messages list, then type a message and tap Send.

### Delete a conversation from the Text Messages list

- Tap Edit, then tap  next to a conversation and tap Delete.

You can also delete a conversation by swiping left or right over a conversation and tapping Delete.



### Send a text message to someone in your favorites list or to a recent caller

- From the Home screen tap Phone, then tap Favorites or Recents. Tap  next to a name or number and tap Text Message.

### Call or email someone you've texted

- Tap a message in the Text Messages list. Scroll to the top of the conversation and tap Call to call the person. Tap Contact Info, then tap an email address to send an email. The person's email address must already be in your contacts list.



### Follow a link in a message

- Tap the link.

Tap a web address to open a webpage in Safari, a phone number to make a call, an email address to open a preaddressed email in Mail, or a street address to see a map in Maps. To return to your text messages, press the Home button and tap Text.

### Add information in a link to a contact, or see the contact information of the person associated with the link

- Tap  next to the message.

### Add someone you've texted to your contacts list

- Tap a phone number in the Text Messages list, then tap "Add to Contacts."

### Set whether iPhone makes an alert sound when you get a text message

- From the Home screen choose Settings > Sounds, then turn New Text Message on or off.

If the Ring/Silent switch is off, iPhone won't make alert sounds even if they're turned on in Settings.

## Calendar



### Adding Calendar Events to iPhone

If you've set iTunes to sync calendars, you can enter appointments and events on your computer and sync them with iPhone. You can also enter appointments and events directly on iPhone.

### Entering Calendar Events on Your Computer

You can enter appointments and events in iCal and Microsoft Entourage on a Mac, or in Microsoft Outlook 2003 or 2007 on a PC.

### Syncing Calendars

#### Sync calendars between iPhone and your computer

- Connect iPhone to your computer. If iPhone is set to sync calendars automatically (see page 8), the update begins.

## Adding and Editing Calendar Events Directly on iPhone

### Add an event

- Tap **+** and enter event information. Then tap Done.

You can enter any of the following:

- Title
- Location
- Starting and ending times (or turn on All-day if it's an all-day event)
- Repeat times—none, or every day, week, two weeks, month, or year
- Alert time—from five minutes to two days before the event

If you set an alert time, iPhone gives you the option to set a second alert time, in case you miss the first one. When the alert goes off, iPhone plays a sound (if the Ring/Silent switch is set to ring) and displays a reminder message.

**Note:** Some carriers do not support network time in all locations. If you're traveling, iPhone may not sound your alert at the correct local time. To manually set iPhone to the correct time, see page 96.

- Notes

### Set iPhone to make a sound when you get a calendar alert

- From the Home screen choose Settings > Sounds, then turn Calendar Alerts on.

If Calendar Alerts is off, iPhone displays a message but makes no sound when you get a calendar alert.

### Edit an event

- Tap the event and tap Edit.

### Delete an event

- Tap the event, tap Edit, then scroll down and tap Delete Event.

## Viewing Your Calendar

### View your calendar

- Tap Calendar.

### Switch views

- Tap List, Day, or Month.
  - *List view:* All your appointments and events appear in an easy-to-scan list. Scroll up or down to see previous or upcoming days.
  - *Day view:* Scroll up or down to see hours earlier or later in the day. Tap ◀ or ▶ to see the previous or next day.

- *Month view:* Days with events show a dot below the date. Tap a day to see its events in a list below the calendar. Tap ◀ or ▶ to see the previous or next month.



### See today's events

- Tap Today.

### See the details of an event

- Tap the event.

### Set iPhone to adjust event times for a selected time zone

- From the Home screen tap Settings > General > Date & Time, then turn Time Zone Support on. Then tap Time Zone and search for a major city in the time zone you want.

When Time Zone Support is on, Calendar displays event dates and times in the time zone set for your calendars. When Time Zone Support is off, Calendar displays events in the time zone of your current location.

## Photos and Camera



iPhone lets you carry your photos with you, so you can share them with your family, friends, and associates on the high-resolution display. You can sync photos from your computer to iPhone and take photos with the built-in 2-megapixel camera.

### Syncing Photos from Your Computer

If you've set iTunes to sync photos automatically, iTunes copies or updates your photo library (or selected albums) from your computer to iPhone whenever you connect iPhone to your computer. iTunes can sync your photos from the following applications:

- *On a Mac:* iPhoto 4.0.3 or later
- *On a PC:* Adobe Photoshop Album 2.0 or later or Adobe Photoshop Elements 3.0 or later

For information about syncing iPhone with photos and other information on your computer, see "Syncing iPhone with Your Computer" on page 7.

### Taking Pictures

To take a picture, just point and tap. The camera is on the back of iPhone so you can see the image you want on the display.

You can email pictures that you've taken, use them as wallpaper, assign them to contacts, and upload them to your computer.

#### Take a picture

- Tap Camera, then aim iPhone and tap .

If you take a picture with iPhone rotated sideways, it is automatically saved in landscape orientation.

#### Import photos from iPhone to your computer

- Connect iPhone to your computer. Then:
  - *On a Mac:* In iPhoto, click Import. iPhoto should open automatically.
  - *On a PC:* Follow the instructions that came with your camera or photo application.

### Viewing Photos

You can view the roll of pictures you've taken with the built-in camera in either Camera or Photos. Photos synced from your computer can be viewed in Photos.

#### See the pictures you've taken

- Tap Camera, then tap . Or from the Home screen choose Photos > Camera Roll.

### Delete a picture

- Tap a picture in the Camera Roll album, then tap .

### View photos from your computer

- From the Home screen choose Photos.
  - Tap Photo Library to see all your photos.
  - Tap any photo album, or Camera Roll to see pictures you've taken with iPhone.

### See a photo at full screen

- Tap a thumbnail photo to see it at full screen. Tap the full screen photo to hide the controls.



Tap the screen again to show the controls.

### See the next or previous photo

- Flick left or right. Or tap the screen to show the controls, then tap  or .



## Changing the Size or Orientation

### See a photo in landscape orientation

- Rotate iPhone sideways. The photo automatically reorients and, if it's in landscape format, expands to fit the screen.



### Zoom in on part of a photo

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

### Zoom in or out

- Pinch to zoom in or out.



### Pan around a photo

- Drag the photo.

## Viewing Slideshows

### View photos in a slideshow

- Choose an album and tap a photo, then tap ►. If you don't see ►, tap the photo to show the controls.

### Stop a slideshow

- Tap the screen.

### Set slideshow settings

- 1 From the Home screen choose Settings > Photos.
- 2 To set:
  - *The length of time each slide is shown*, tap Play Each Slide For and choose a time.
  - *Transition effects when moving from photo to photo*, tap Transition and choose a transition type.
  - *Whether slideshows repeat*, turn Repeat on or off.
  - *Whether photos are shown in random order*, turn Shuffle on or off.

### Play music during a slideshow

- From the Home screen choose iPod, and play a song. Then choose Photos from the Home screen and start a slideshow.

## Using a Photo as Wallpaper

You see a wallpaper background picture as you unlock iPhone or when you're on a call with someone you don't have a high-resolution photo for.

### Set a photo as wallpaper

- 1 Choose any photo and tap , then tap Use As Wallpaper.
- 2 Drag the photo to pan, or pinch the photo to zoom in or out, until it looks the way you want.
- 3 Tap Set Wallpaper.

You can also choose from several wallpaper pictures included with iPhone by choosing Settings > Wallpaper > Wallpaper from the Home screen.

## Emailing a Photo

### Email a photo

- Choose any photo and tap , then tap Email Photo.
- iPhone must be set up for email (see "Setting Up Email Accounts" on page 46).

## Sending a Photo to a Web Gallery

If you have a .Mac account, you can send photos directly from iPhone to a Web Gallery created with iPhoto '08. You can also send photos to someone else's .Mac Web Gallery if that person has enabled email contributions.

To send photos to a Web Gallery, you need to do the following:

- Set up your .Mac mail account on iPhone
- Publish an iPhoto '08 album to a .Mac Web Gallery
- Select "Allow photo uploading by email" in the Publish Settings pane of iPhoto '08

For more information about creating a Web Gallery in iPhoto '08, open iPhoto '08, choose Help, and search for Web Gallery.

### Send a photo to your web gallery

Choose any photo and tap , then tap Send to Web Gallery.

## Assigning a Photo to a Contact

You can assign a photo to a contact. When that person calls you, iPhone displays the photo you assigned.

### Assign a photo to a contact

- 1 Choose Camera from the Home screen and take someone's picture. Or choose any photo already on iPhone and tap .
- 2 Tap Assign to Contact and choose a contact.
- 3 Drag the photo to pan, or pinch the photo to zoom in or out, until it looks the way you want.
- 4 Tap Set Photo.

You can also assign a photo to a contact in Contacts by tapping edit and then tapping the picture icon.

## YouTube



### Finding and Viewing Videos

YouTube features short videos submitted by people from around the world (not available in all languages, may not be available in all locations).

#### Browse videos

- Tap Featured, Most Viewed, or Bookmarks. Or tap More to browse by Most Recent, Top Rated, or History.
  - *Featured*: Videos reviewed and featured by YouTube staff.
  - *Most Viewed*: Videos most seen by YouTube viewers. Tap All for all-time most viewed videos, or Today or This Week for most-viewed videos of the day or week.
  - *Bookmarks*: Videos you've bookmarked.
  - *Most Recent*: Videos most recently submitted to YouTube.
  - *Top Rated*: Videos most highly rated by YouTube viewers. To rate videos, go to [www.youtube.com](http://www.youtube.com).
  - *History*: Videos you've viewed most recently.



## Search for a video

- 1 Tap Search, then tap the YouTube search field.
- 2 Type a word or phrase that describes what you're looking for, then tap Search. YouTube shows results based on video titles, descriptions, tags, and user names.

## Play a video

- Tap the video. The video begins to download to iPhone and a progress bar shows progress. When enough of the video has downloaded, it begins to play. You can also tap ► to start the video.

## Controlling Video Playback

When a video starts playing, the controls disappear so they don't obscure the video.

- Tap the screen to show or hide the controls.



To	Do this
Play or pause a video	Tap ► or   .
Raise or lower the volume	Drag the volume slider. Or use the volume buttons on the side of iPhone.
Start a video over	Tap ◀◀.
Skip to the next or previous video	Tap ◀◀ twice to skip to the previous video. Tap ▶▶ to skip to the next video.
Rewind or fast-forward	Touch and hold ◀◀ or ▶▶.
Skip to any point in a video	Drag the playhead along the scrubber bar.
Stop watching a video before it finishes playing	Tap Done. Or press the Home □ button.
Toggle between scaling a video to fill the screen or fit to the screen.	Double-tap the video. You can also tap ⌕ to make the video fill the screen, or tap ⌕ to make it fit the screen.
Bookmark a video	Tap ⌕ next to a video and tap Bookmark. Or start playing a video and tap ⌕. Tap Bookmarks to see your bookmarked videos.

To	Do this
Email a link to the video	Tap  next to a video and tap Share. Or start playing a video and tap  .
See details about a video and browse related videos	Play the whole video, tap Done while a video is playing, or tap  next to any video in a list. iPhone shows the video's rating, description, date added, and other information. You also see a list of related videos that you can tap to view.

## Changing the Browse Buttons at the Bottom of the Screen

You can replace the Featured, Most Viewed, Bookmarks, and Search buttons at the bottom of the screen with ones you use more frequently. For example, if you watch top rated videos often but don't watch many featured videos, you could replace the Featured button with Top Rated.

- Tap More and tap Edit, then drag a button to the bottom of the screen, over the button you want to replace.



You can drag the buttons at the bottom of the screen left or right to rearrange them. When you finish, tap Done.

When you're browsing for videos, tap More to access the browse buttons that aren't visible.

## Add Your Own Videos to YouTube

For information about adding your own videos to YouTube, go to [www.youtube.com](http://www.youtube.com) and tap Help.

## Stocks



### Viewing Stock Quotes

When you tap Stocks from the Home screen, the stock reader shows updated quotes for all your stocks. Quotes are updated every time you open Stocks while connected to the Internet. Quotes may be delayed by up to 20 minutes.

#### Add a stock, index, or fund to the stock reader

- 1 Tap ⓘ, then tap +.
- 2 Enter a symbol, company name, index, or fund name, then tap Search.
- 3 Choose an item in the search list.

#### Delete a stock

- Tap ⓘ and tap ⓧ next to a stock, then tap Delete.

#### Reorder stocks

- Tap ⓘ. Then drag ≡ next to a stock to a new place in the list.

#### Switch between showing percentage change and change in monetary value

- Tap the number showing the change. Tap it again to switch back.

You can also tap ⓘ and tap % or Numbers.

#### Show a stock's progress over a longer or shorter time period

- Tap a stock symbol, then tap 1d, 1w, 1m, 3m, 6m, 1y, or 2y. The chart adjusts to show progress over one day, one week, one, three, or six months, or one or two years.

#### See information about a stock at Yahoo.com

- Tap ⓘ!

You can see news, information, websites related to the stock, and more.

# Maps



Maps provides street maps, satellite photos, and hybrid views of locations in many of the world's countries. You can get detailed driving directions and, in some areas, traffic information. Also in some areas, you can find your current approximate location, and use that location to get driving directions to or from another place.<sup>1</sup>

**WARNING:** For important information about driving and navigating safely, see the *Important Product Information Guide* at [www.apple.com/support/manuals/iphone](http://www.apple.com/support/manuals/iphone).

## Finding and Viewing Locations

### Find a location and see a map

- Tap the search field to bring up the keyboard, then type an address, intersection, general area, name of a landmark, bookmark name, name of someone in your contacts list, or zip code. Then tap Search.

A pin marks the location on the map. Tap the pin to see the name or description of the location.



Tap  to get information about the location, get directions, or add the location to your bookmarks or contacts list

### Find your current approximate location on a map

- Tap . A circle appears at your current approximate location. Your approximate location is determined using information from cellular network data and some local Wi-Fi networks (if you have Wi-Fi turned on). The more accurate the available information, the smaller the circle on the map. This feature is not available in all areas.

<sup>1</sup> Maps, directions, and location information depend on data collected and services provided by third parties. These data services are subject to change and may not be available in all geographic areas, resulting in maps, directions, or location information that may be unavailable, inaccurate, or incomplete. For more information, see [www.apple.com/iphone](http://www.apple.com/iphone). In order to provide your location, data is collected in a form that does not personally identify you. If you don't want such data collected, don't use the feature. Not using this feature will not impact the functionality of your iPhone.

### Use the dropped pin

- Tap , then tap Drop Pin. A pin drops down on the map, which you can then drag to any location you choose.



To quickly move the pin to the area currently displayed, tap , then tap Replace Pin.

### Zoom in to a part of a map

- Pinch the map with two fingers. Or double-tap the part you want to zoom in on. Double-tap again to zoom in even closer.

### Zoom out

- Pinch the map. Or tap the map with two fingers. Tap with two fingers again to zoom out further.

### Pan or scroll to another part of the map

- Drag up, down, left, or right.

### See a satellite or hybrid view

- Tap , then tap Satellite or Hybrid to see just a satellite view or a combined street map and satellite view.



Tap Map to return to map view.

### See the location of someone's address in your contacts list

- Tap  in the search field, then tap Contacts and choose a contact.

To locate an address in this way, the contact must include at least one address. If the contact has more than one address, you must choose the one you want to locate. You can also find the location of an address by tapping the address directly in Contacts.

### Bookmark a location

- Find a location, tap the pin that points to it, tap  next to the name or description, then tap "Add to Bookmarks."

### See a bookmarked location or recently viewed location


- Tap  in the search field, then tap Bookmarks or Recents.

### Add a location to your contacts list

- Find a location, tap the pin that points to it, tap  next to the name or description, then tap Create New Contact or "Add to Existing Contact."

## Getting Directions

### Get directions

- 1 Tap Directions.
- 2 Enter starting and ending locations in the Start and End fields. By default, iPhone starts with your current approximate location (when available). Tap  in either field and choose a location in Bookmarks (including your current approximate location and the dropped pin, when available), Recents, or Contacts.

For example, if a friend's address is in your contacts list, you can tap Contacts and tap your friend's name instead of having to type the address.

To reverse the directions, tap .

- 3 Tap Route, then do one of the following:
  - To view directions one step at a time, tap Start, then tap  to see the next leg of the trip. Tap  to go back.
  - To view all the directions in a list, tap , then tap List. Tap any item in the list to see a map showing that leg of the trip.

The approximate driving time appears at the top of the screen. If traffic data is available, the driving time is adjusted accordingly.

You can also get directions by finding a location on the map, tapping the pin that points to it, tapping  next to the name, then tapping Directions To Here or Directions From Here.

### Show or hide traffic conditions

When available, you can show highway traffic conditions on the map.

- Tap , then tap Show Traffic or Hide Traffic.

Highways are color-coded according to the flow of traffic:



If you tap Show Traffic and don't see color-coded highways, you may need to zoom out to a level where you can see major roads, or traffic conditions may not be available for that area.

### Switch start and end points, for reverse directions

- Tap .

If you don't see , tap List, then tap Edit.

### See recently viewed directions

- Tap  in the search field, then tap Recents.

## Finding and Contacting Businesses

### Find businesses in an area

- 1 Find a location—for example, a city and state or country, or a street address—or scroll to a location on a map.
- 2 Type the kind of business in the text field and tap Search.

Pins appear for matching locations. For example, if you locate your city and then type “movies” and tap Search, pins mark movie theatres in your city.

Tap the pin that marks a business to see its name or description.

### Find businesses without finding the location first

- Type things like:
  - restaurants san francisco ca
  - apple inc new york

### Contact a business or get directions

- Tap the pin that marks a business, then tap ⓘ next to the name.



From there, you can do the following:

- Depending on what information is stored for that business, you can tap a phone number to call, email address to email, or web address to visit a website.
- For directions, tap Directions To Here or Directions From Here.
- To add the business to your contacts list, scroll down and tap Create New Contact or "Add to Existing Contact."

### See a list of the businesses found in the search

From the Map screen, tap List. Tap a business to see its location on the map. Or tap ⓘ next to a business to see its information.



## Weather



### Viewing Weather Summaries

Tap Weather from the Home screen to see the current temperature and a six-day forecast for a city of your choice. You can store multiple cities, for quick access.



If the weather board is light blue, it's daytime in that city—between 6:00 a.m. and 6:00 p.m. If the board is dark purple, it's nighttime—between 6:00 p.m. and 6:00 a.m.

#### Switch to another city

- Flick left or right. The number of dots below the weather board shows how many cities are stored.

#### Reorder cities

- Tap ⓘ. Then drag ≡ next to a city to a new place in the list.

#### Add a city

- 1 Tap ⓘ, then tap +.
- 2 Enter a city name or zip code, then tap Search.
- 3 Choose a city in the search list.

#### Delete a city

- Tap ⓘ and tap ⓧ next to a city, then tap Delete.

#### Set whether iPhone shows the temperature in Fahrenheit or Celsius

- Tap ⓘ, then tap °F or °C.

### See information about a city at Yahoo.com

- Tap .

You can see a more detailed weather report, news and websites related to the city, and more.

## Clock



### Adding and Viewing Clocks for Locations Around the World

You can add multiple clocks to show the time in major cities and time zones around the world.

#### View clocks

- Tap World Clock.

If the clock face is white, it's daytime in that city. If it's black, it's nighttime. If you have more than four clocks, scroll to see them all.

#### Add a clock

- Tap World Clock, then tap  and type the name of a city. Cities matching what you've typed appear below. Tap a city to add a clock for that city.

If you don't see the city you're looking for, try a major city in the same time zone.

#### Delete a clock

- Tap World Clock and tap Edit. Then tap  next to a clock and tap Delete.

#### Rearrange clocks

- Tap World Clock and tap Edit. Then drag  next to a clock to a new place in the list.

## Setting Alarm Clocks

You can set multiple alarms. Set each alarm to repeat on days you specify, or to sound only once.

#### Set an alarm

- Tap Alarm and tap , then adjust any of the following settings:
  - *To set the alarm to repeat on certain days*, tap Repeat and choose the days.
  - *To choose the ringtone that sounds when the alarm goes off*, tap Sound.
  - *To set whether the alarm gives you the option to hit snooze*, turn Snooze on or off.  
If Snooze is on and you tap Snooze when the alarm sounds, the alarm stops and then sounds again in ten minutes.

- *To give the alarm a description*, tap Label. iPhone displays the label when the alarm sounds.

If at least one alarm is set and turned on,  appears in the iPhone status bar at the top of the screen.

**Note:** Some carriers do not support network time in all locations. If you're traveling, iPhone may not sound your alert at the correct local time. See "Set the time manually" on page 96.

#### Turn an alarm on or off

- Tap Alarm and turn any alarm on or off. If an alarm is turned off, it won't sound again unless you turn it back on.

If an alarm is set to sound only once, it turns off automatically after it sounds. You can turn that alarm on again to reenable it.

#### Change settings for an alarm

- Tap Alarm and tap Edit, then tap  next to the alarm you want to change.

#### Delete an alarm

- Tap Alarm and tap Edit, then tap  next to an alarm and tap Delete.

## Using the Stopwatch

#### Use the stopwatch to measure time

- Tap Stopwatch. Tap Start to start the stopwatch. To record lap times, tap Lap after each lap. Tap Stop to pause the stopwatch. Then tap Start to resume, or tap Reset to reset the stopwatch to zero.

If you start the stopwatch and go to another iPhone application, the stopwatch continues running in the background.

## Setting the Timer

#### Set the timer

- Tap Timer, then flick to set the number of hours and minutes. Tap When Timer Ends to choose the sound iPhone makes when the timer ends. Tap Start to start the timer.

#### Set a sleep timer

- Set the timer, then tap When Timer Ends and choose Sleep iPod.

When you set a sleep timer, iPhone stops playing music or video when the time runs out.

If you start the timer and go to another iPhone application, the timer continues running in the background.

## Calculator



### Using the calculator

- Add, subtract, multiply, and divide, as with a standard calculator.

When you tap the add, subtract, multiply, or divide button, a white ring appears around the button to let you know the operation to be carried out.

### Using the memory functions

- **C:** Tap to clear the displayed number.
- **M+:** Tap to add the displayed number to the number in memory. If no number is in memory, tap to store the displayed number in memory.
- **M-:** Tap to subtract the displayed number from the number in memory.
- **MR/MC:** Tap once to replace the displayed number with the number in memory. Tap twice to clear the memory. If the MR/MC button has a white ring around it, there is a number stored in memory.

## Notes



### Writing, Reading, and Emailing Notes

Notes are listed by date added, with the most recent note at the top. You can see the first few words of each note in the list.

#### Add a note

- Tap **+**, then type your note and tap Done.

#### Read or edit a note

- Tap the note. Tap anywhere on the note to bring up the keyboard and edit the note. Tap **➡** or **⬅** to see the next or previous note.

#### Delete a note

- Tap the note, then tap **🗑**.

#### Email a note

- Tap the note, then tap **✉**.

To email a note, iPhone must be set up for email (see “Setting Up Email Accounts” on page 46).

Tap Settings to adjust iPhone settings.



Settings allows you to customize iPhone applications, set the date and time, configure your network connection, and enter other preferences for iPhone.

## Airplane Mode

Airplane mode disables the wireless features of iPhone to avoid interfering with aircraft operation and other electrical equipment.

### Turn on airplane mode

- Tap Settings and turn airplane mode on.

When airplane mode is on, ✈ appears in the status bar at the top of the screen, and no cell phone, radio, Wi-Fi, or Bluetooth signals are emitted from iPhone. You can't make calls, send or receive text messages, stream YouTube videos, or get stock quotes, map locations, or weather reports.

If allowed by the aircraft operator and applicable laws and regulations, you can continue to use iPhone to:

- Listen to music and watch video
- Listen to visual voicemail
- Check your calendar
- Take or view pictures
- Hear alarms
- Use the stopwatch and timer
- Use the calculator
- Take notes
- Read text messages and email messages stored on iPhone

## Wi-Fi

Wi-Fi settings determine when iPhone uses local Wi-Fi networks to connect to the Internet. If no Wi-Fi networks are available, or you've turned Wi-Fi off, then iPhone connects to the Internet via your cellular network, when available. You can use Mail, Safari, YouTube, Stocks, Maps, and Weather over a cellular network connection, but not the iTunes Wi-Fi Music Store.

### Turn Wi-Fi on or off

- Choose Wi-Fi and turn Wi-Fi on or off.

### Join a Wi-Fi network

- Choose Wi-Fi, wait a moment as iPhone detects networks in range, then select a network. If necessary, enter a password and tap Join. (Networks that require a password appear with a lock icon.)

Once you've joined a Wi-Fi network manually, iPhone automatically joins it whenever the network is in range. If more than one previously used network is in range, iPhone joins the one last used.


When iPhone is joined to a Wi-Fi network, the Wi-Fi icon  in the status bar at the top of the screen shows signal strength. The more bars you see, the stronger the signal.

### Set iPhone to ask if you want to join a new network

When you are trying to access the Internet, by using Safari or Mail for example, and you are not in range of a Wi-Fi network you have previously used, this option tells iPhone to look for another network. iPhone displays a list of all available Wi-Fi networks that you can choose from. (Networks that require a password appear with a lock icon.) If "Ask to Join New Networks" is turned off, you must manually join a network to connect to the Internet when neither a previously used network nor cellular network is available.

- Choose Wi-Fi and turn "Ask to Join Networks" on or off. If you turn "Ask to Join Networks" off, you must join new networks manually.

### Forget a network, so iPhone doesn't join it automatically

- Choose Wi-Fi and tap  next to a network you've joined before. Then tap "Forget this Network."

### Join a closed Wi-Fi network (an available Wi-Fi network that isn't shown in the list of scanned networks)

- Choose Wi-Fi > Other and enter the network name. If the network requires a password, tap Security, tap the type of security the network uses, and enter the password.

You must already know the network name, password, and security type to connect to a closed network.

Some Wi-Fi networks may require you to enter or adjust additional settings, such as a client ID or static IP address. Ask the network administrator which settings to use.

### **Adjust settings to connect to a Wi-Fi network**

- Choose Wi-Fi, then tap  next to a network.

## **Carrier**

This setting appears when you're outside of your carrier's network and other local carrier networks are available to use for your phone calls, visual voicemail, and cellular network Internet connections. You can make calls only on carriers that have roaming agreements with your carrier. Additional fees may apply. Roaming charges may be billed to you by the carrier of the selected network, through your carrier.

For information about out-of-network coverage and how to enable roaming, contact your carrier or go to your carrier's website.

### **Select a carrier for phone calls**

- Choose Carrier and select the network you want to use.

Once you select a network, iPhone will only use that network. If the network is unavailable, "No service" will appear on the iPhone screen and you won't be able to make or receive calls or visual voicemail, or connect to the Internet via cellular network. Set Network Settings to Automatic to have iPhone select a network for you.

## **Usage**

### **See your usage statistics**

- Choose Usage. There, you can see:
  - Usage—Amount of time iPhone has been awake and in use since the last full charge, including time spent checking email, sending and receiving text messages, on phone calls, listening to music, browsing the Web, or using any other iPhone features.
  - Standby—Amount of time iPhone has been powered on since its last full charge, including the time iPhone has been asleep.
  - Current period and lifetime call time
  - Amount of data sent and received over the cellular network

### **Reset your usage statistics**

- Tap Usage and tap Reset Statistics to clear the data and cumulative time statistics. The statistics for the amount of time iPhone has been unlocked and in standby mode are not reset.

## **Sounds and the Ring/Silent Switch**

### **Set the ringtone**

- Choose Sounds > Ringtone.



### Set alert and effects sounds

- Choose Sounds and turn items on or off under Ring 🔔. When the Ring/Silent switch is set to ring, iPhone plays sounds for alerts and effects that are turned on.

You can set iPhone to play a sound whenever you:

- Get a call
- Get a voicemail message
- Get a text message
- Get an email message
- Send an email message
- Have an appointment that you've set up to alert you
- Lock iPhone
- Type using the keyboard

### Switch between ring and silent mode

- Flip the Ring/Silent switch on the side of iPhone.

When set to silent, iPhone doesn't play any ring, alert, or effects sounds. It does, however, play alarms set using Clock.

### Set whether iPhone vibrates when you get a call

- Choose Sounds. To set whether iPhone vibrates in silent mode, turn Vibrate under Silent 🔕 on or off. To set whether iPhone vibrates in ring mode, turn Vibrate under Ring 🔔 on or off.

### Adjust the ringer and alerts volume

- Choose Sounds and drag the slider. Or, if no song or video is playing and you aren't on a call, use the volume buttons on the side of iPhone.

## Brightness

Screen brightness affects battery life. Dim the screen to extend the time before you need to recharge iPhone. Or use Auto-Brightness, which is designed to conserve battery life.

### Adjust the screen brightness

- Choose Brightness and drag the slider.

### Set whether iPhone adjusts screen brightness automatically

- Choose Brightness and turn Auto-Brightness on or off. If Auto-Brightness is on, iPhone adjusts the screen brightness for current light conditions using the built-in ambient light sensor.

## Wallpaper

You see a wallpaper background picture when you unlock iPhone. You can select one of the images that came with iPhone, or use a photo you've synced to iPhone from your computer.

### Set Wallpaper

- Choose Wallpaper and choose a picture.

## General

The General settings include date and time, security, network, and other settings that affect more than one application. This is also where you can find information about your iPhone, and reset iPhone to its original state.

### About

Choose General > About to get information about iPhone, including:

- Name of your phone network
- Number of songs, videos, and photos
- Total storage capacity
- Space available
- Software version
- Serial and model numbers
- Wi-Fi and Bluetooth addresses
- IMEI (International Mobile Equipment Identity) and ICCID (Integrated Circuit Card Identifier, or Smart Card) numbers
- Modem firmware version of the cellular transmitter
- Legal information

## Home Button

Choose General > Home Button to set preferences for double-clicking the Home button. You can set iPhone so that double-clicking the Home button goes to either your Home, Phone Favorites, or iPod screen.

### Set whether double-clicking the Home button shows iPod controls

- Turn Show iPod Controls on or off so that when you're playing music, you can access iPod controls by double-clicking the Home button. This setting works even when your display is turned off or your iPhone is locked.

## Date and Time

These settings apply to the time shown in the status bar at the top of the screen, world clocks, and calendar.

### Set whether iPhone shows 24-hour time or 12-hour time

- Choose General > Date & Time and turn 24-Hour Time on or off.

### Set whether iPhone sets the date and time automatically

- Choose General > Date & Time and turn Set Automatically on or off.

If iPhone is set to update the time automatically, it gets the correct time over the cell network, and updates it for the time zone you're in.

Some carriers do not support network time in all locations. If you're traveling, iPhone may not be able to automatically set the local time.

### Set the time manually

- Choose General > Date & Time and turn Set Automatically off. Then enter a time zone, date, and time.

### Turn on Calendar time zone support

- Choose General > Date & Time and turn Time Zone Support on. When Time Zone Support is on, Calendar displays event dates and times in the time zone set for your calendars. When Time Zone Support is off, Calendar displays events in the time zone of your current location.

## International

Use the International settings to set the language for iPhone, turn keyboards for different languages on and off, and set the date, time, and telephone number formats for your region.

### Set the language for iPhone

- Choose General > International > Language, choose the language you want to use, and tap Done.

### Turn international keyboards on or off

You can change the language for your keyboard on iPhone, or make two or more keyboards available.

- Choose General > International > Keyboards, and turn on the keyboards you want. If more than one keyboard is turned on, tap  to switch keyboards when you're typing. When you tap the symbol, the name of the newly active keyboard appears briefly.

### Set date, time, and telephone number formats

Choose General > International > Region Format, and choose your region.

## Auto-Lock

Locking iPhone turns off the display to save your battery and to prevent unintended operation of iPhone. You can still receive calls and text messages, and you can adjust the volume and use the mic button on the iPhone Stereo headset when listening to music or on a call.

### Set the amount of time before iPhone locks

- Choose General > Auto-Lock and choose a time.

## Passcode Lock

By default, iPhone doesn't require you to enter a passcode to unlock it.

### Set a passcode

- Choose General > Passcode Lock and enter a 4-digit passcode. iPhone then requires you to enter the passcode to unlock it.

### Turn passcode lock off

- Choose General > Passcode Lock and tap Turn Passcode Off, then enter your passcode.

### Change the passcode

Choose General > Passcode Lock and tap Change Passcode, enter the current passcode, then enter and reenter your new passcode.

If you forget your passcode, you must restore the iPhone software. See page 120.

### Set how long before your passcode is required

Choose General > Passcode Lock > Require Passcode, then select how long iPhone can be locked before you need to enter a passcode to unlock it.

## Network

Use the Network settings to configure a VPN (virtual private network) connection, access Wi-Fi settings, or turn Data Roaming on or off.

### VPN

VPNs are often used within organizations to allow you to communicate private information securely over a non-private network. You may need to configure VPN, for example, to access your work email on iPhone.

iPhone can connect to VPNs that use the L2TP or PPTP protocol and optionally use either RSA SecurID or CRYPTOCARD for authentication. VPN works over both Wi-Fi and cellular network connections.

### Configure VPN

- Choose General > Network > VPN and tap Settings. Ask your network administrator which settings to use. In most cases, if you've set up VPN on your computer, you can use the same VPN settings for iPhone.

### Turn VPN on or off

Once you've entered VPN settings, a VPN switch appears at the top level of the Settings list.

- Tap Settings and turn VPN on or off.

### Wi-Fi

See "Wi-Fi" on page 92.

### Data Roaming

Data Roaming turns on Internet and visual voicemail access over a cellular network when you're in an area not covered by your carrier's network. For example, when you're traveling, you can turn off Data Roaming to avoid potential roaming charges. By default, Data Roaming is turned off.

- Choose General > Network and turn Data Roaming on or off.

### Bluetooth

iPhone can connect wirelessly to Bluetooth headsets and car kits for hands-free talking. See "Using iPhone with a Bluetooth Headset or Car Kit" on page 41 for more information.

### Turn Bluetooth on or off

- Choose General > Network and turn Bluetooth on or off.

### Keyboard

#### Turn Auto-Capitalization on or off

By default, iPhone automatically capitalizes words after you type sentence-ending punctuation or a return character.

- Choose General > Keyboard and turn Auto-Capitalization on or off.

#### Set whether Caps Lock is enabled

If Caps Lock is enabled and you double-tap the Shift ⇧ key on the keyboard, all letters you type are uppercase. The Shift key turns blue when Caps Lock is on.

- Choose General > Keyboard and turn Enable Caps Lock on or off.

#### Turn "." shortcut on or off

The "." shortcut lets you double-tap the space bar to enter a period followed by a space when you're typing. It is on by default.

- Choose General > Keyboard and turn "." Shortcut on or off.

#### Turn international keyboards on or off

You can change the language for your keyboard on iPhone, or make two or more keyboards available.

- Choose General > Keyboards > International Keyboards and turn on the keyboards you want.

If more than one keyboard is turned on, tap  to switch keyboards when you're typing. When you tap the symbol, the name of the newly active keyboard appears briefly.

## Resetting iPhone Settings

### Reset all settings

- Choose General > Reset and tap Reset All Settings.

All your preferences and settings are reset. Information, such as your contacts and calendars, and media, such as your songs and videos, are not deleted.

### Erase all content and settings

- Choose General > Reset and tap "Erase All Content and Settings."

All your information and media are deleted. You must sync iPhone with your computer to restore contacts, songs, videos, and other information and media.

### Reset the keyboard dictionary

- Choose General > Reset and tap Reset Keyboard Dictionary.

You add words to the keyboard dictionary by rejecting words iPhone suggests as you type. Tap a word to reject the correction and add the word to the keyboard dictionary. Resetting the keyboard dictionary erases all words you've added.

### Reset Network Settings

- Choose General > Reset and tap Reset Network Settings.

### Reset the Home screen layout

- Choose General > Reset and tap Reset Home Screen Layout.

## Mail

Use Mail settings to customize your email account for iPhone. Changes you make to email accounts settings are *not* synced to your computer, allowing you to configure email to work with iPhone without affecting email account settings on your computer.

## Account Settings

The specific accounts settings that appear on iPhone depend on the type of account you have—POP or IMAP.

**Note:** Microsoft Outlook 2003 or 2007 email accounts must be configured for IMAP in order to work with iPhone.

### Stop using an account

- Choose Mail, choose an account, then turn Account off.

If an account is off, iPhone doesn't display the account and doesn't send or check email from that account, until you turn it back on.