

Customizable Training Materials

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Your iPhone Hardware

Volume Buttons Multi-Touch Screen Home Screen Home Button



Home Screen Apps



Safari: Browse pages on the internet. Use tabs to open multiple pages at a time.



Photos: View and manage your photo collection, and create slideshows.



iMessage: Send and receive messages from other phones and iOS devices.



Contacts: Manage your contacts and their contact information.



Maps: Find nearby locations and get directions.



YouTube: Browse, view, and rate YouTube videos.



App Store: Find, buy, and download new apps for your iPhone.



Newsstand: Collects magazine and newspaper apps into one place.



Reminders: Create a to-do list with notifications.



Phone: Place phone calls to others as well as access your voicemail.



Mail: Send, receive, and manage email from one or more of your email accounts.



Music: Play music on your iPhone and create playlists.



Calendar: Create events, manage your schedule, and set event reminders.



Notes: Take quick notes on your iPhone that can be synced to an email account.



Videos: Watch movies, TV shows, and video podcasts on your iPhone. iTunes Store: Find, buy, and download



new music and videos. **Game Center:** Connect with other iOS



device users for multiplayer gaming.



Camera: Take photos on your iPhone front and rear cameras.



Settings: Manage all the settings on your iPhone in one place.

Buttons

Home Button

- Return to the Home Screen: From any app, press the Home button once to return to the Home Screen.
- **Open Search:** From the Home Screen, press the **Home** button to open the Search screen.
- **Multitask:** Press the **Home** button twice quickly to open the Multitask Bar.

Sleep/Wake Button

- Lock your iPhone: Press the Sleep/Wake button once to lock your iPhone.
- Unlock your iPhone: Press the Sleep/Wake button (or the Home button). Slide your finger across the Slide To Unlock slider that appears.
- Power Off your iPhone: Press and hold the Sleep/Wake button until the Slide To Power Off slider appears, then slide your finger across the slider.
- Power On your iPhone: Press and hold the Sleep/Wake Button until the Apple logo appears.
- Force Restart your iPhone: Press and hold both the Sleep/Wake button and the Home button until the screen turns black and the Apple logo appears.
- Screen Capture: Press and hold the Sleep/Wake Button then press the Home button once to save a screenshot to the Camera Roll.

Volume Button

- Adjust Volume: Press the Volume Up button to increase volume, and press the Volume Down button to decrease volume.
- Mute Volume: Press and hold the Volume Down button.
- Snap a Photo: Press the Volume Up button to snap a photo when using the camera in either portrait or landscape position.

Gestures

Tap: The most basic gesture, simply tap your finger on what you want to interact with.

- Open an app: Tap an app icon on the Home Screen
- Issue a command: Tap a button.
- Follow a hyperlink: Tap a link in Safari.
- Enter text: Tap a text field to begin editing text, then tap the keys on the keyboard to type.

Drag: Place your finger on the iPhone's screen, then drag it across the screen.

- **Scroll:** Tap and drag to scroll up, down, left, or right wherever you can scroll.
- Move Between Screens: Tap and drag the Home Screen to move between Home Screens.
- Use Sliders: Tap and drag across the Slide To Unlock and Slide To Power Off sliders.

Flick: Place your finger on the iPhone's screen, then drag it across the screen guickly and release.

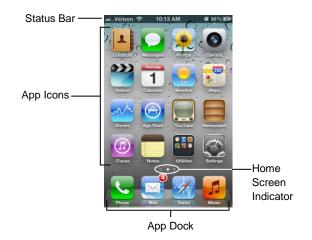
 Scroll: Flick your finger across the screen to scroll quickly. The scrolling motion retains momentum after your release your finger.

Pinch Zoom: Place two fingers on your iPhone's screen and pinch them *apart* to zoom in, and pinch them *together* to zoom out.



Customizable Computer Training

The Home Screen



- **View Status Information:** The Status Bar displays status information for your iPhone, visible in all apps and on the Home Screen.
 - o **?**: The iPhone is currently connected to a Wi-Fi network.
 - : Displays the iPhone's battery status, accompanied by the percentage of battery charge remaining.
 - The iPhone is currently locked.

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 - **1**: The iPhone is using location services to determine your location.
 - ►: The iPhone is currently playing audio.
 - *: The iPhone is connected to a bluetooth device.
 - The iPhone is in Airplane Mode, disabling all of the wireless radios.
- Open an App: Each app is represented by its icon. Simply tap an app icon with your finger to open the app.
- Navigate Between Home Screens: Each Home Screen is represented as a dot, with the active Home Screen represented as the brightest dot. Tap and drag anywhere on the Home Screen to move left and right between Home Screens.
- Rearrange the Home Screen: Tap and hold your finger on an app icon until app the icons begin to wiggle. Drag the app icon to a new location on the Home Screen, or to the side of the Home Screen to move it to another Home Screen, than release it. Press the Home button when you're finished moving app icons around.
- Add an App to the App Dock: App icons and folders in the dock at the bottom of the Home Screen will be available across all of your Home Screens. The dock can hold up to four apps and/or folders. Drag an app or folder icon onto the dock while rearranging to add it to the dock.
- Create an App Folder: Folders can hold up to 12 apps each. To create a folder, drag one app icon onto another and hold until a folder is created. Then, drag the app icon into the folder and release.
- **Delete Apps:** Tap and hold your finger on an app until the icons begin to wiggle. Tap the **Delete** button (S) that appears in the upper-left corner of the icon to delete an app from your iPhone. Apps which are included as part of iOS cannot be deleted.
- Switch Between Apps Quickly: Press the Home button twice quickly to reveal the Multitask Bar. Recently-used apps will be displayed here. Tap an app icon in the Multitask Bar to go back to that app.
- Close Apps: Returning to the Home Screen from an app doesn't close the app, just suspended in memory. To completely close an app, bring up the Multitask Bar, tap and hold an app icon until the icons begin to wiggle, then tap the Quit button () that appears in the upper-left corner of the

The On-Screen Keyboard



- Insert Numbers & Punctuation: Tap the Numbers & Punctuation key (123) to change the on-screen keyboard to the Numbers & Punctuation keyboard, which displays numbers as well as commonly-used punctuation such as :: (). Tap the **Symbols** key (#+=) to change the keyboard to the Symbols keyboard, with more options such as # % < > .
- Insert Accented Characters: Tap and hold a letter to display a popup of accented or alternate versions of that character.
- Enable International Keyboards: Tap the Settings app icon, then tap the General button to open the General settings pane, then tap the International button in the General settings pane. Tap the Keyboards button, then tap the Add New Keyboard button. Select a language from the list to add that keyboard.
- View International Keyboards: Tap the International key (@) to switch between any international keyboards you have set up. Tap and hold the International key (1991) to display a popup menu so that you can switch directly to your desired international keyboard.

Copy and Paste



- Select Text: Tap and hold your finger over a word until a magnifier appears, then tap the Select or Select All button in the popup that appears. If you want to select multiple words, drag the blue selection dots () to the beginning and end of the text you want to select.
- Copy Text: Select the text you want to copy, then tap the Copy button in the popup that appears.
- Paste Text: Tap and hold where you want to paste text, then release after a second and tap the Paste button.

Networking your iPhone

- Join a Wi-Fi Network: Tap the Settings app icon, then tap the Wi-Fi button in the left pane. Make sure that the Wi-Fi switch is set to On, then tap the name of the Wi-Fi network you want to join. If the network is secure, enter the security key or password, then tap the Join key.
- Enable Airplane Mode: Tap the Settings app icon, then tap the Airplane Mode switch to On. While Airplane Mode is enabled, wireless radios (Wi-Fi and Bluetooth) are disabled. Tap the Airplane Mode switch again to Off to turn the wireless radios back on.

