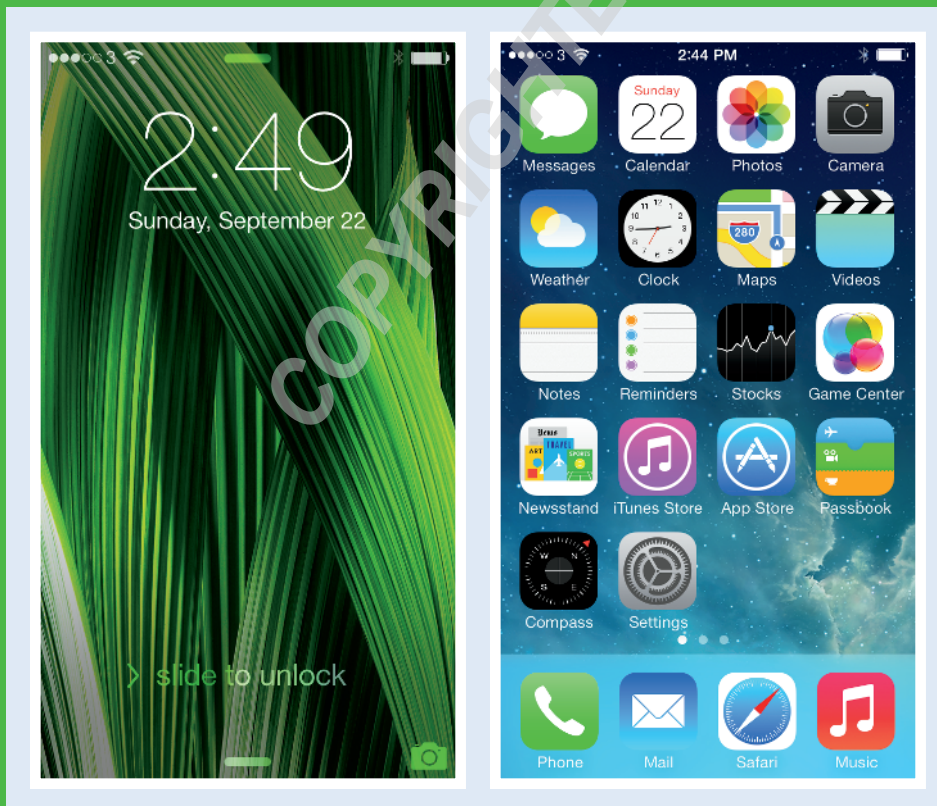


CHAPTER 1

Getting Started with Your iPhone

In this chapter, you set up your iPhone to work with your computer or iCloud. You choose items to sync and learn to use the iPhone interface.



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Unbox Your iPhone and Charge It

Once you have gotten your iPhone 5s or iPhone 5c, your first move is to unbox it, identify the components, and set the iPhone to charge. The iPhone 5s and iPhone 5c come with the same components. This task shows the iPhone 5s.

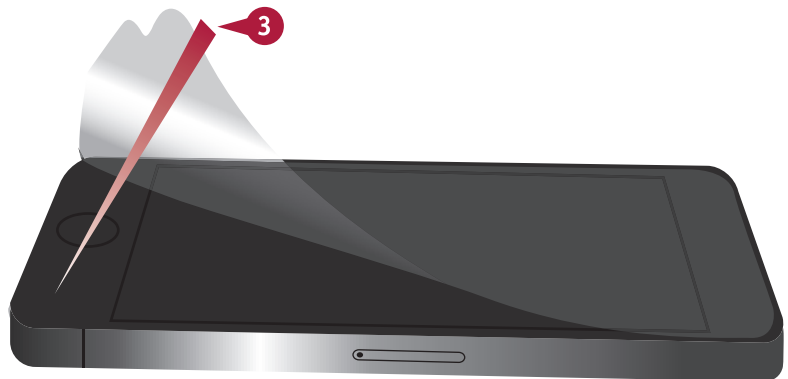
To get the best battery life out of your iPhone, you should first fully charge the battery, even if it came partly charged. So no matter how eager you are to set up your iPhone, sync it with iTunes or iCloud, and start using it, take a few hours to charge it fully first.

Unbox Your iPhone and Charge It

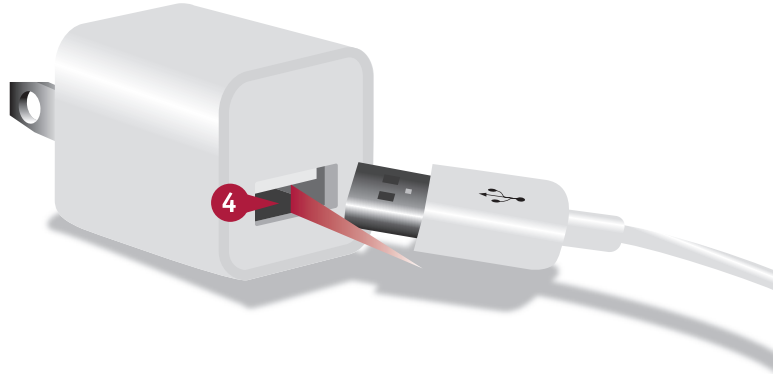
- 1 Open the iPhone's box and remove its contents.
- 2 Make sure you have the iPhone itself and the following components:
 - A The EarPods headset in its storage and travel case.
 - B The USB-to-Lightning cable.
 - C The power adapter.



- 3 Peel the protective stickers off the front and back of the iPhone.



- 4 Connect the USB end of the USB cable to the power adapter.
- 5 Plug the power adapter into a power socket.

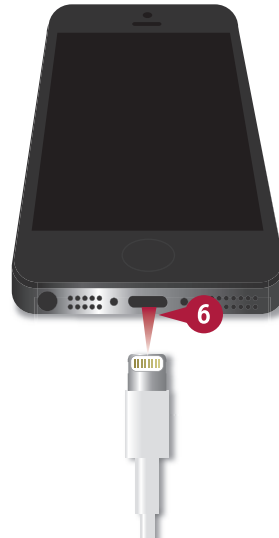


- 6 Connect the Lightning connector end of the USB cable to the iPhone.

Note: The connector is reversible, so you can plug it in either way up.

A Charging readout appears on-screen.

- 7 Leave the iPhone to charge until the battery readout shows that the battery is fully charged.



TIP

Can I charge the iPhone from my computer's USB port instead of using the power adapter?

Yes, you can. Charging from the USB port offers the convenience of charging the iPhone at the same time as syncing data with it. You must make sure that the USB port provides enough power to the iPhone; some USB ports on keyboards, other external devices, and even some computers do not provide enough.

For the first charge, using the power adapter is better than charging from a USB port. This is because the power adapter delivers a more consistent power feed, which charges the iPhone as fast as possible.

Turn On Your iPhone and Meet Its Hardware Controls

After charging your iPhone, turn it on and meet its hardware controls. For essential actions, such as turning on and controlling volume, the iPhone has a Power/Sleep button, a Ringer On/Off switch, a Volume Up button and a Volume Down button, together with the Home button below the screen. The iPhone 5s and the iPhone 5c have the same controls as each other, but the iPhone 5s has a fingerprint scanner built into the Home button, whereas the iPhone 5c does not.

Most stores and carriers insert a SIM card in your iPhone for you. But in some cases, you may need to insert a suitable SIM card yourself.

Turn On Your iPhone and Meet Its Hardware Controls

- 1** Press and hold the Power/Sleep button on top of the iPhone for a couple of seconds.

As the iPhone starts, the Apple logo appears on the screen.

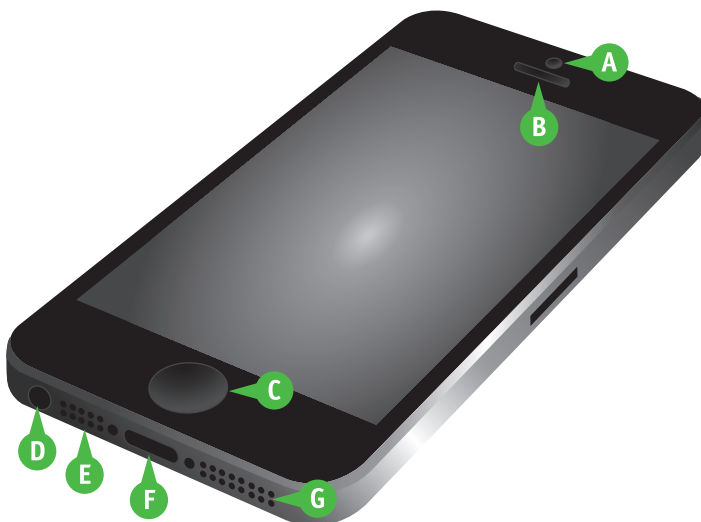
Above the iPhone's screen:

- A** The front-facing camera.
- B** The receiver speaker, which plays phone calls into your ear when you hold the iPhone up to your face.
- C** Below the iPhone's screen is the Home button, which you press to display the Home screen.

Note: The Home button on the iPhone 5s includes a fingerprint scanner, which enables you to unlock your iPhone with your fingerprint.

At the bottom of the iPhone are:

- D** The headphone socket.
- E** The microphone.
- F** The Lightning connector.
- G** The speakers.



- 2 Turn the iPhone so that you can see its left side.
- 3 Move the Ringer On/Off switch to the rear, so that the orange background appears, when you want to turn off the ringer.



Note: Turn the ringer off when you do not want the iPhone to disturb you or the peace. Move the Ringer On/Off switch back to the front when you want to turn the ringer back on.

- 4 Press the Volume Up (+) button to increase the ringer volume.

Note: When the Camera app is displayed, you can press the Volume Up (+) button to take a picture with the camera.

- 5 Press the Volume Down (-) button to decrease the ringer volume.
- 6 When the lock screen appears, tap the **slide to unlock** prompt, and then drag your finger to the right.

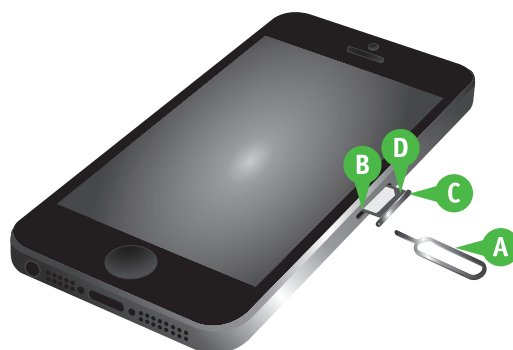


The iPhone unlocks, and the Home screen appears.

TIP

How do I insert a SIM card in my iPhone?

If the store or carrier has not inserted a SIM card, insert the SIM removal tool (A) in the SIM hole (B) on the right side of the iPhone. Push gently until the tray (C) pops out, and then pull it with your fingernails. Insert the SIM in the tray (D), and then push the tray in fully.



Download, Install, and Set Up iTunes

To sync your iPhone with your computer, you use Apple's iTunes application. iTunes comes preinstalled on every Mac but not on PCs; to get iTunes for Windows, you download it from the Apple website and then install it on your PC.

If you do not have a computer, or you do not want to sync your iPhone with your computer, you can set up and sync your iPhone using Apple's iCloud service, as described later in this chapter.

Download, Install, and Set Up iTunes

1 On your PC, open the web browser, Internet Explorer in this example.

2 Click the Address box, type **www.apple.com/itunes/download**, and then press **Enter**.

The Download iTunes Now web page appears.

3 Click the check boxes (☒ changes to ☐) unless you want to receive e-mail from Apple.

4 Click **Download Now**.

The download bar appears.

5 Click .

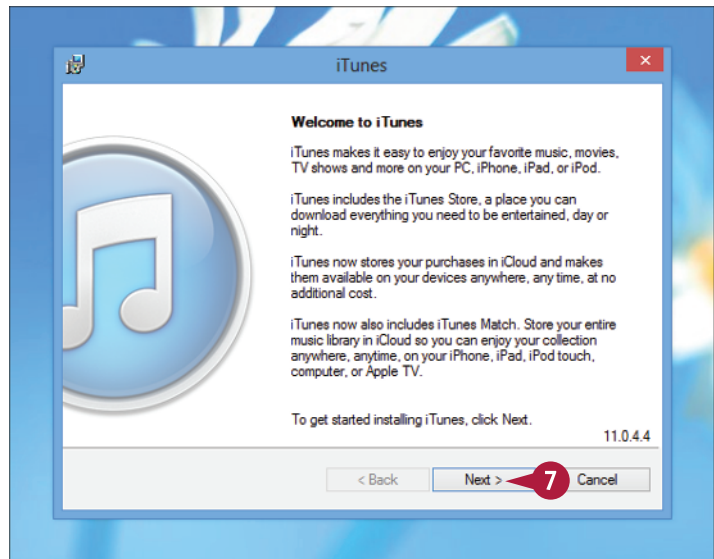
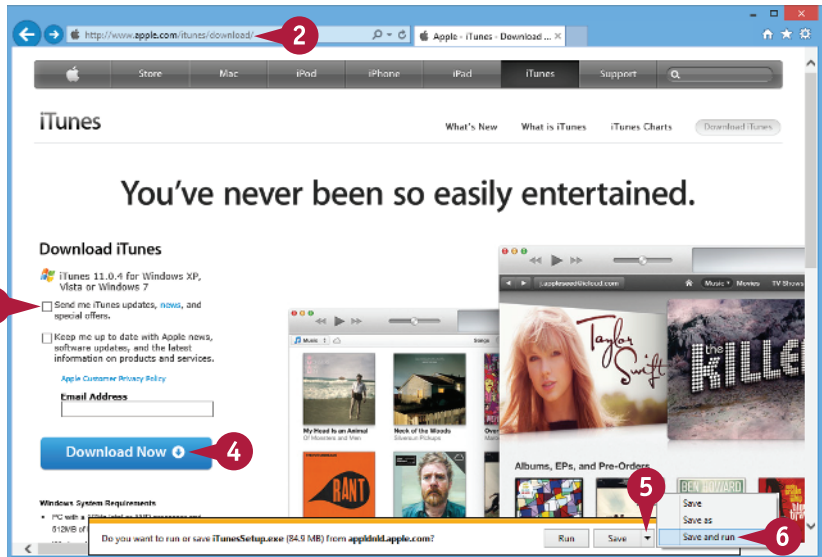
The Save pop-up menu opens.

6 Click **Save and run**.

Internet Explorer downloads the file, and then starts running it.

The iTunes installation begins, and the Welcome to iTunes dialog opens.

7 Click **Next**, and then follow the steps of the installer.

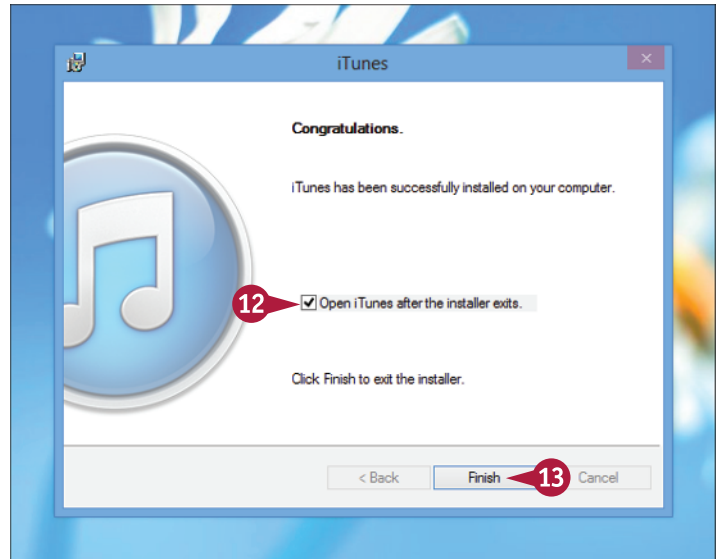
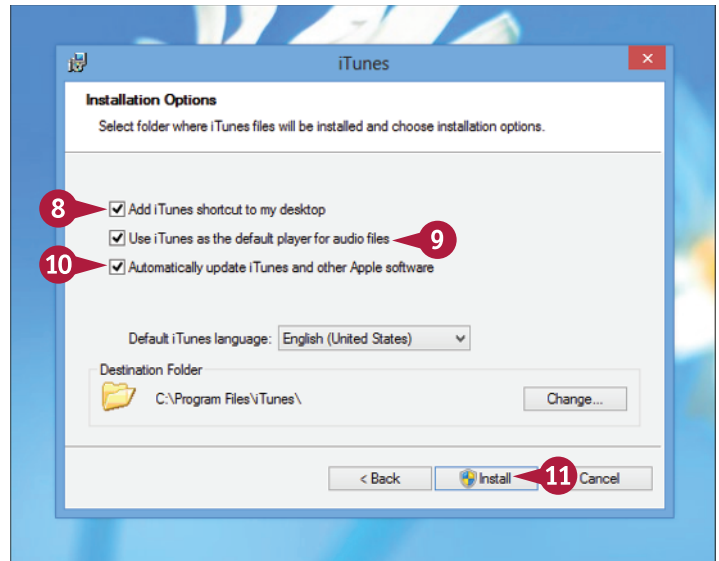


Note: You must accept the license agreement to install iTunes.

- 8 On the Installation Options screen, click the **Add iTunes shortcut to my desktop** check box (☒ changes to ☐) unless you want this shortcut.
- 9 Select (☒) or deselect (☐) the **Use iTunes as the default player for audio files** check box, as needed.
- 10 Select (☒) or deselect (☐) the **Automatically update iTunes and other Apple software** check box, as needed. This feature is usually helpful.
- 11 Click **Install**.
- 12 Click **Open iTunes after the installer exits** (☒ changes to ☐) if you do not want iTunes to launch automatically when you close the installer.
- 13 Click **Finish**.

The installer closes.

Unless you chose not to open iTunes automatically, iTunes opens.



TIP

How do I set up iTunes on a Mac?

If you have not run iTunes already, click the **iTunes** icon (🎵) that appears on the Dock by default. If the Dock contains no iTunes icon, click **Launchpad** (📱) on the Dock, and then click **iTunes** (🎵) on the Launchpad screen. The iTunes Setup Assistant launches. Follow the steps to set up iTunes.

Begin Setup and Activate Your iPhone

Before you can use your iPhone, you must begin setup and activate the device. The first stage of setup involves choosing the language to use, specifying your country or region, connecting to the Internet through either a Wi-Fi network or the cellular network, and choosing whether to use Location Services. You then activate the iPhone, registering it with Apple’s servers.

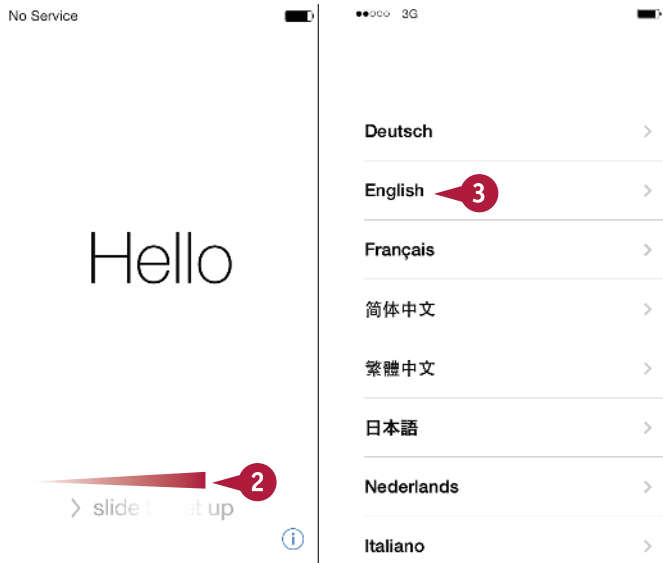
At the end of the first stage of setup, you choose whether to set up the iPhone as a new iPhone, restore it from an iCloud backup, or restore it from an iTunes backup.

Begin Setup and Activate Your iPhone

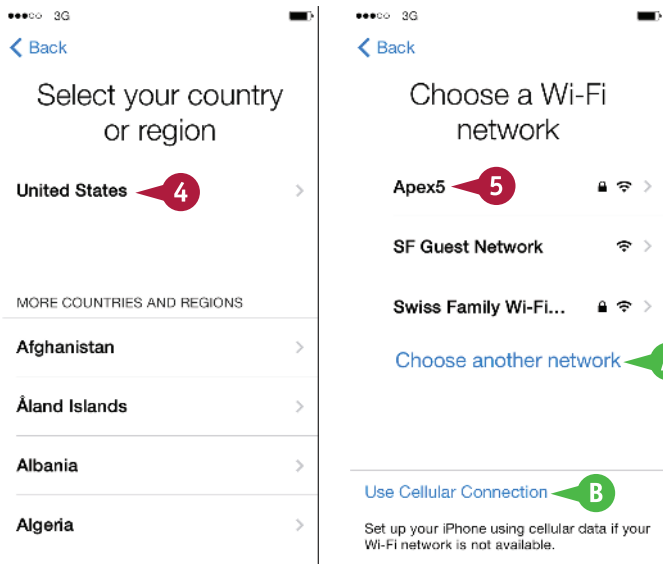
- 1 Turn on the iPhone by pressing and holding the Power/Sleep button for a couple of seconds until the Apple logo appears on-screen.
- 2 When the initial iPhone screen appears, tap the prompt and slide your finger to the right.

The iPhone unlocks and begins the setup routine.

The Language screen appears.
- 3 Tap the language you want to use.



- The Select Your Country or Region screen appears.
- 4 Tap your country or region.
- The Choose a Wi-Fi Network screen appears.
- 5 Tap the wireless network you want to use.



- A If your Wi-Fi network does not appear because it does not broadcast its network name, tap **Choose another network**. You can then type the network’s name.
- B If your Wi-Fi network does not appear because it is out of range, tap **Use Cellular Connection**.

6 On the Enter Password screen, type the password.

7 Tap **Join**.

Your iPhone joins the wireless network and connects to the Internet.

C The Activating Your iPhone screen appears while iOS activates your iPhone.

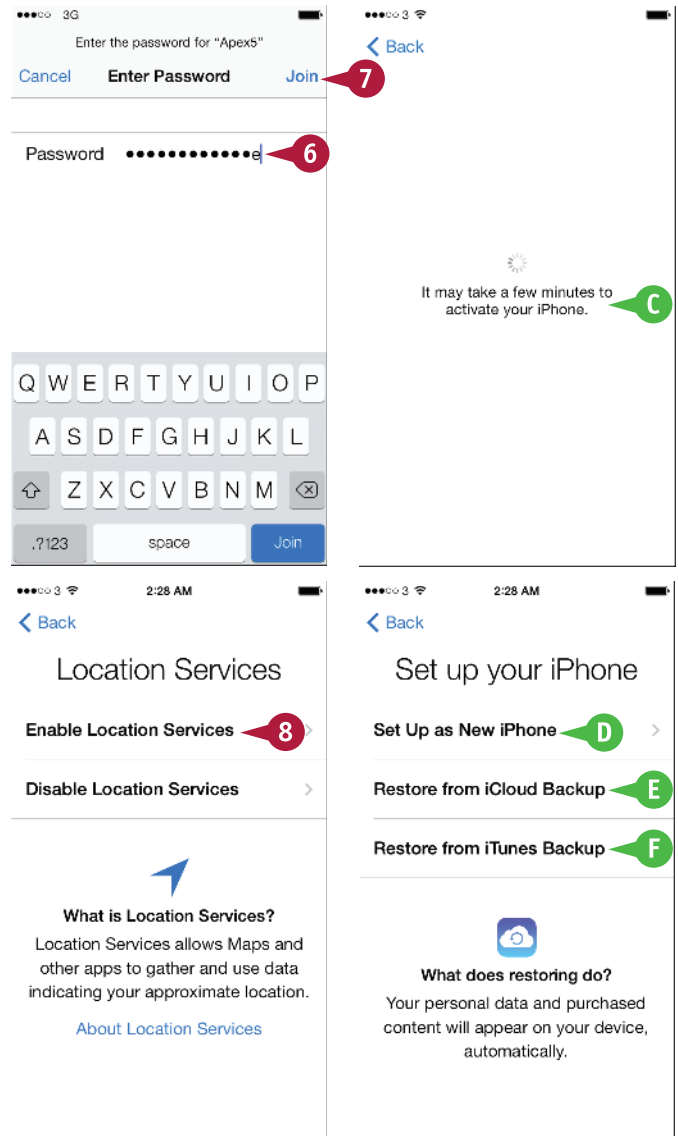
8 On the Location Services screen, tap **Enable Location Services** or **Disable Location Services**, as needed. See the tip for advice.

9 On the Set Up Your iPhone screen, tap the appropriate button:

D Tap **Set Up as New iPhone** to set up your iPhone from scratch using iCloud. See the next task, “Set Up Your iPhone as New Using iCloud” for details.

E Tap **Restore from iCloud Backup** to set up your iPhone using a backup stored in iCloud. See the task “Set Up Your iPhone from an iCloud Backup” later in this chapter, for details.

F Tap **Restore from iTunes Backup** to set up your iPhone using a backup stored on your computer. See the task “Set Up Your iPhone from iTunes” later in this chapter, for details.



TIP

Should I enable Location Services?

Normally, enabling Location Services is helpful because it lets apps such as Maps determine your exact location, which makes them more useful. Using Location Services does mean that your iPhone continually tracks your location, but this is something the cellular network does anyway for cell phones. That said, it is a good idea to open the Location Settings screen in the Settings app and turn off the switch for any app you do not want to track you.

Set Up Your iPhone as New Using iCloud

If you want to set up and use your iPhone without syncing it to your computer, you can set it up using Apple's iCloud online service. With this approach, you sync your data to your account on iCloud, from which you can access it using other iOS devices, a Mac, or a web browser on any computer.

To set up a new iPhone to use iCloud, follow the instructions in the previous task to begin setup, and then continue with the instructions in this task. If you have backed up your iPhone to iCloud, and want to restore it from that backup, turn to the next task instead.

Set Up Your iPhone as New Using iCloud

- 1 Begin setup as explained in the previous task, "Begin Setup and Activate Your iPhone."
- 2 On the Set Up Your iPhone screen, tap **Set Up as New iPhone**.

The Apple ID screen appears.

- 3 Tap **Sign In with Your Apple ID**.

Note: If you do not yet have an Apple ID, tap **Create a Free Apple ID** and follow through the screens that appear.

Another Apple ID screen appears.

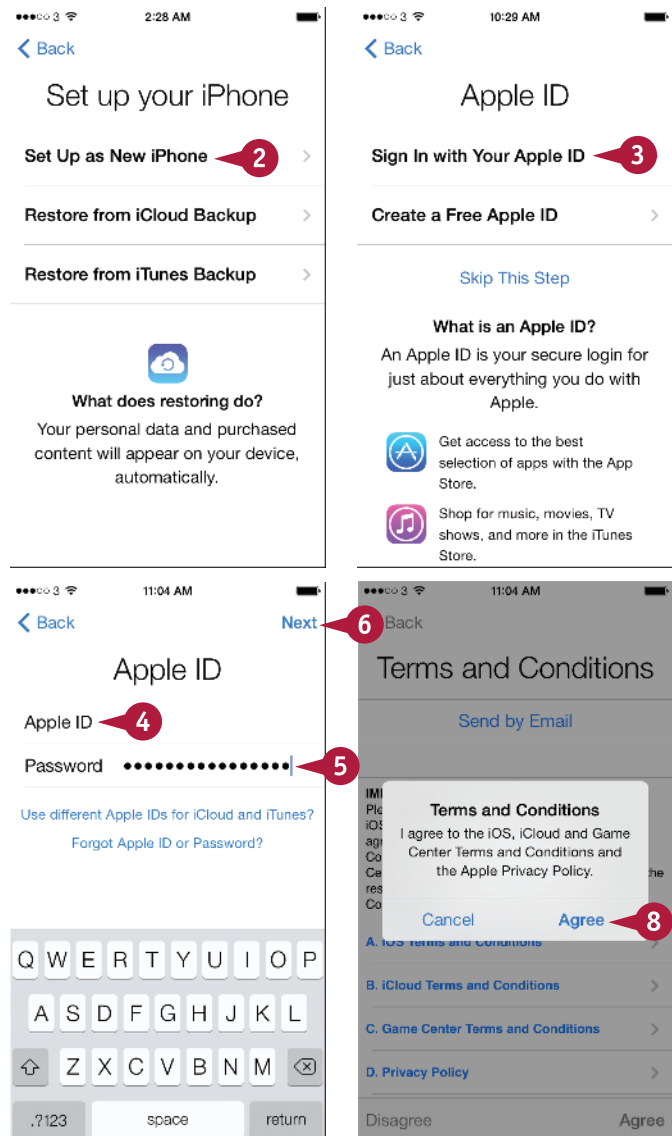
- 4 Type your Apple ID.
- 5 Type your password.
- 6 Tap **Next**.

The Terms and Conditions screen appears.

- 7 Tap **Agree**.

The Terms and Conditions dialog opens.

- 8 Tap **Agree**.



The iCloud screen appears.

- 9** Tap **Use iCloud** if you want to use iCloud.

Note: Normally, you will be able to get more out of your iPhone by using iCloud.

The Find My iPhone screen appears.

- 10** Tap **Use Find My iPhone** or **Don't Use Find My iPhone**, as needed.

The Set Up Touch ID screen appears.

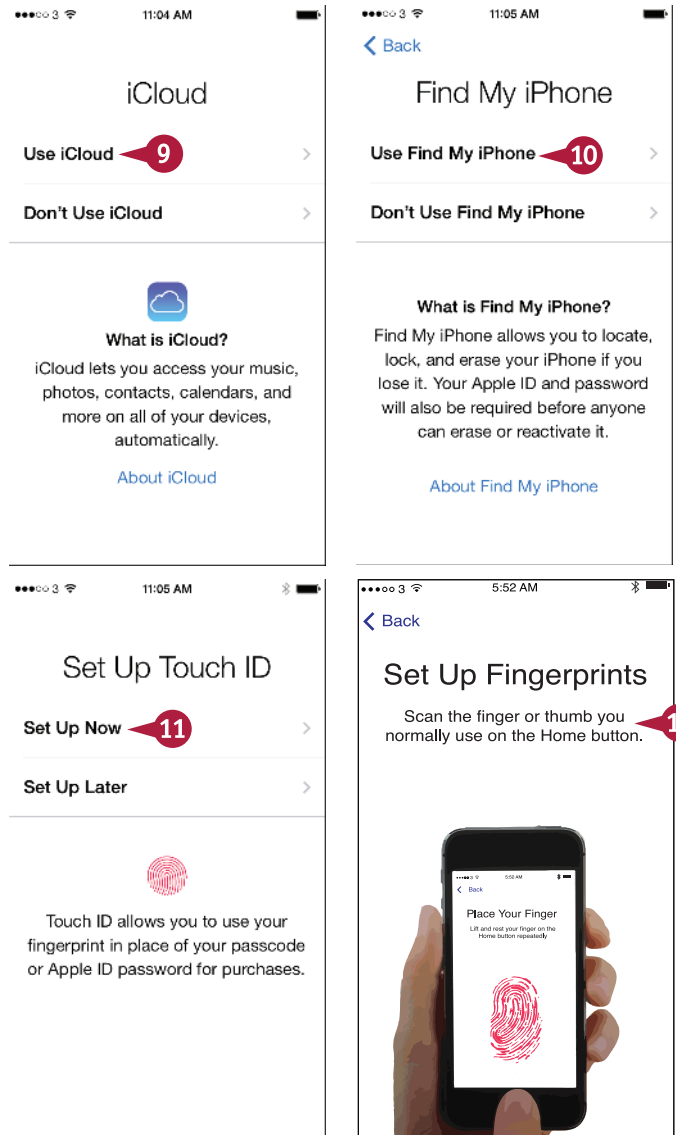
Note: On the iPhone 5c, which does not offer the Touch ID feature, the Passcode Lock screen appears. Go to step **16**.

- 11** Tap **Set Up Now**.

Note: Tap **Set Up Later** if you do not want to set up Touch ID now. Normally, it is a good idea to set up Touch ID to secure your iPhone 5s.

The Set Up Fingerprints screen appears.

- 12** Place your finger or thumb on the Home button. Use the digit you will normally use for the Home button.



TIP

What is the Find My iPhone service, and should I use it?

The Find My iPhone service enables you to track your iPhone if you mislay it or someone takes it. You can play a tone on your iPhone to help you locate it, lock your iPhone with a passcode, or erase its contents remotely. See Chapter 14 for instructions on using Find My iPhone.

continued ►

Set Up Your iPhone as New Using iCloud (continued)

When you set up your iPhone using iCloud, use an e-mail address that you intend to keep for the long term. This is especially true if you use the same e-mail address for the Apple ID you use for the App Store; each app you buy is tied to that e-mail address, so if you change the address, you will need to authenticate again for each app update.

When setting up your iPhone using iCloud, you can set up the Touch ID feature and a passcode to secure your iPhone 5s; for an iPhone 5c, you can set a passcode. You can also enable the Siri voice-controlled assistant.

Set Up Your iPhone as New Using iCloud (continued)

The Place Your Finger screen appears.

- 13 Place your finger on the Home button for a moment and then lift it. Repeat this several times. The iPhone may prompt you to adjust your grip or fill in the edges of your finger.

The Success screen appears.

- 14 Tap **Continue**.

The Touch ID for Purchases screen appears.

- 15 Tap **Use Touch ID for Purchases** if you want to use Touch ID to authorize purchases on the App Store and iTunes Store. If not, tap **Set Up Later**.

Note: Use a passcode to protect your iPhone. On the iPhone 5s, the passcode gives you a second means of unlocking the phone if Touch ID does not work.

On the iPhone 5s or the iPhone 5c, the Create a Passcode screen appears.

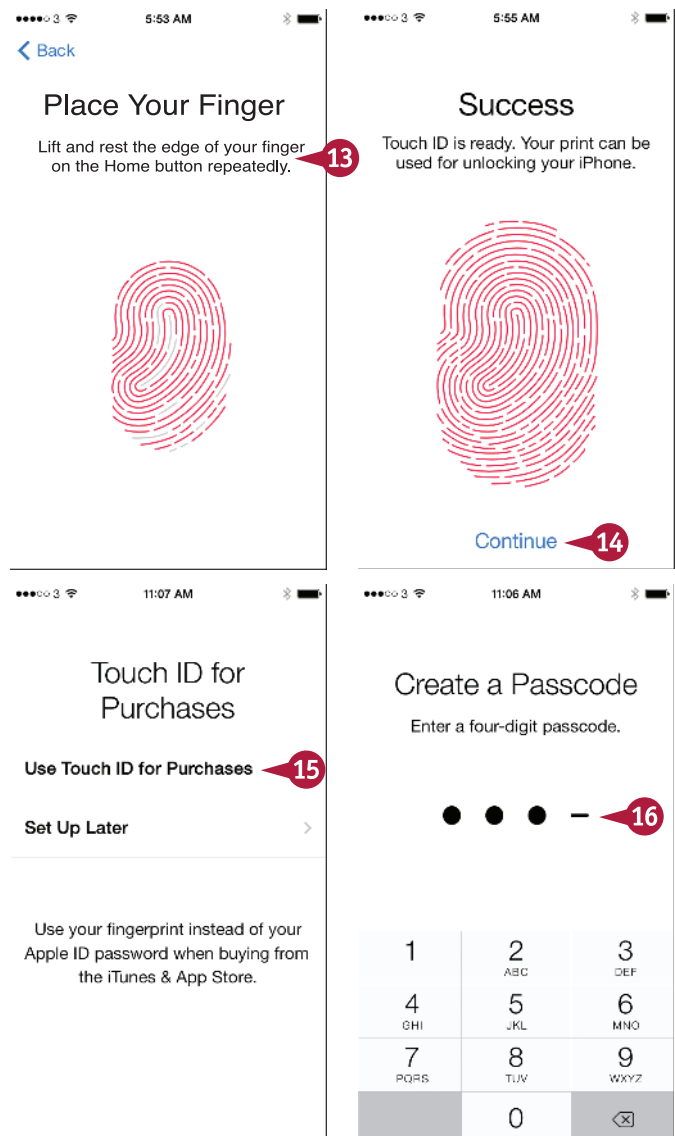
- 16 Tap a four-digit passcode.

Note: If you use a weak passcode, such as 1111, your iPhone displays a warning dialog.

The Create a Passcode screen prompts you to reenter your passcode.

- 17 Type your passcode again.

14



The Set Up Siri screen appears.

- 18** Tap **Use Siri** or **Don't use Siri**, as appropriate.

Note: You can turn Siri on or off at any point after setup.

The Diagnostics screen appears.

- 19** Tap **Automatically Send** or **Don't Send**, as needed.

Note: To learn which details the diagnostics and usage reports contain, tap **About Diagnostics and Privacy**.

The Registration screen appears.

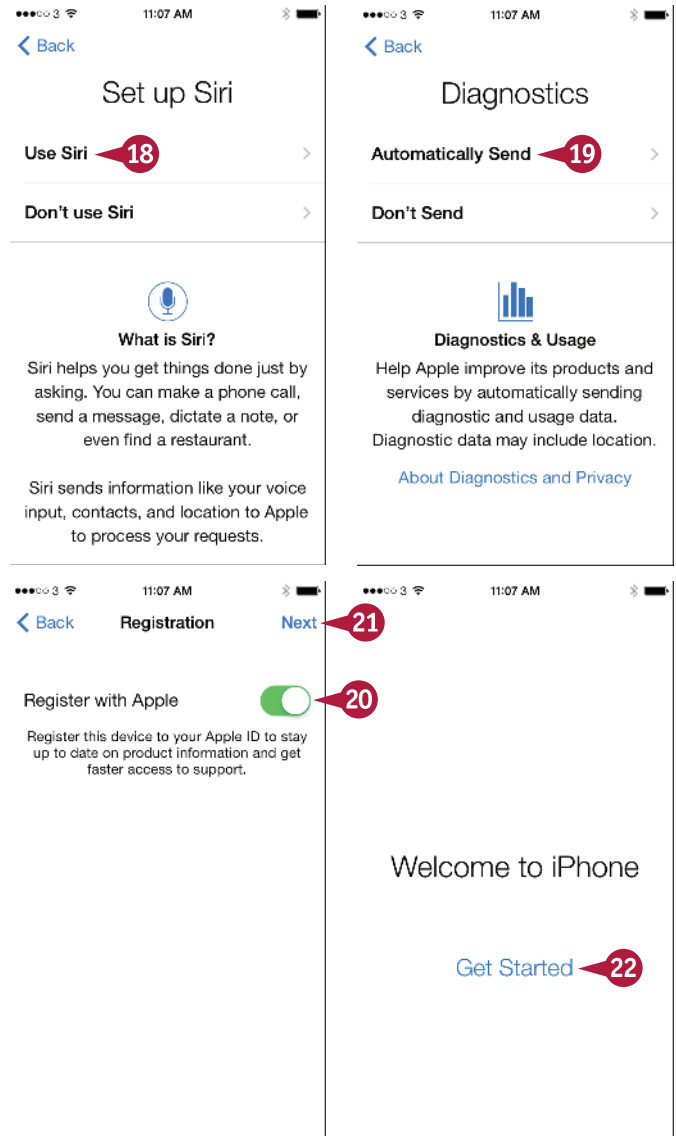
- 20** Set the **Register with Apple** switch to On (🟢) if you want to register your iPhone with Apple or to Off (🟡) if you do not want to register it.

- 21** Tap **Next**.

The Welcome to iPhone screen appears.

- 22** Tap **Get Started**.

The Home screen appears, and you can begin using your iPhone.



TIP

What is iCloud Keychain, and should I use it?

iCloud Keychain gives you an easy way to store your passwords and credit card information securely on your iPhone, other iOS devices, and Mac. Instead of having to remember the password for each website, or look at a credit card when you need to enter its details, you can have iCloud Keychain automatically provide the details. iCloud Keychain encrypts your data, but you must use a complex passcode to keep it secure. A standard four-digit numeric passcode is not strong enough to keep your iCloud Keychain secure against serious attacks.

Set Up Your iPhone from an iCloud Backup

Instead of setting up your iPhone as new using iCloud, you can set it up by restoring it from an iCloud backup. This backup can be from either another iPhone or iOS device or from the same iPhone. For example, if you are upgrading to the iPhone 5s, you can restore the backup of your previous iPhone.

When you restore your iPhone from an iCloud backup, you choose which backup to use — normally, the most recent one. iOS automatically restores your settings, downloads your apps from the App Store, and then installs them on the iPhone.

Set Up Your iPhone from an iCloud Backup

1 Begin setup as explained in the task “Begin Setup and Activate Your iPhone,” earlier in this chapter.

2 On the Set Up Your iPhone screen, tap **Restore from iCloud Backup**.

The iCloud Sign In screen appears.

3 Type your Apple ID.

4 Type your password.

5 Tap **Next**.

The Terms and Conditions screen appears.

6 Tap **Agree**.

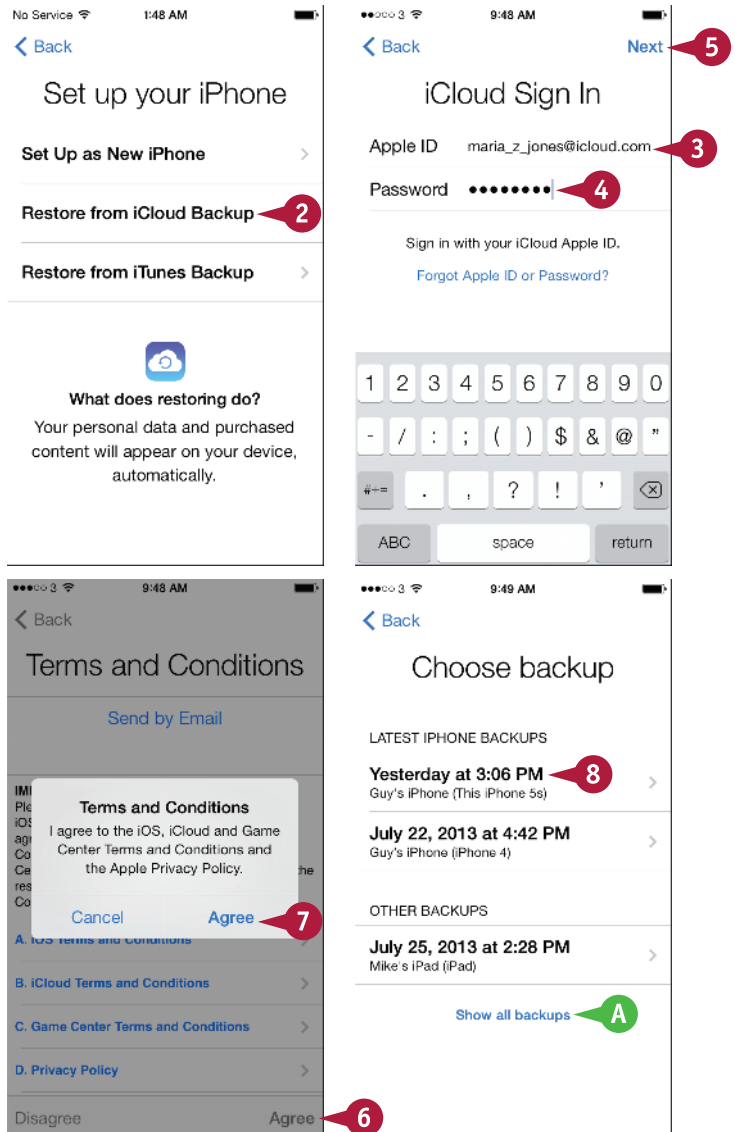
The Terms and Conditions dialog opens.

7 Tap **Agree**.

The Choose Backup screen appears.

8 Tap the backup you want to use.

A If the backup you want to use does not appear, tap **Show all backups** to display other backups, and then tap the appropriate backup.



The Restore from iCloud screen appears while iOS restores the backup to your iPhone.

After iOS completes the restoration, your iPhone restarts.

A screen for signing in to iCloud appears.

9 Type your password.

10 Tap **Next**.

The Find My iPhone in iOS 7 screen appears.

11 Tap **Continue**.

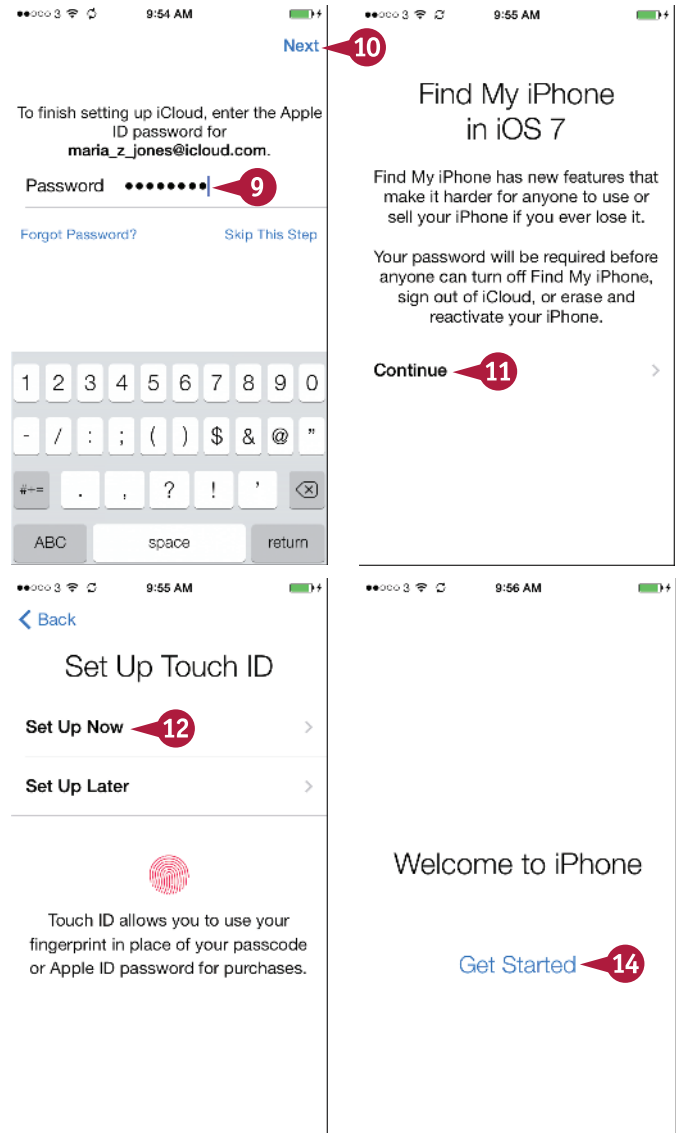
On an iPhone 5s, the Set Up Touch ID screen appears. On an iPhone 5c, go to step **13**.

12 Follow steps **12** to **15** in the previous task to set up Touch ID with your fingerprint.

13 Follow steps **16** and **17** in the previous task to set a passcode for your iPhone.

The Welcome to iPhone screen appears.

14 Tap **Get Started** to start using your iPhone.



TIP

Which iPhone backup should I use?

Normally, it is best to use the most recent backup available for this iPhone or for the iPhone whose backups you are using. But sometimes you may find a problem exists with the latest backup. In this case, try the previous backup.

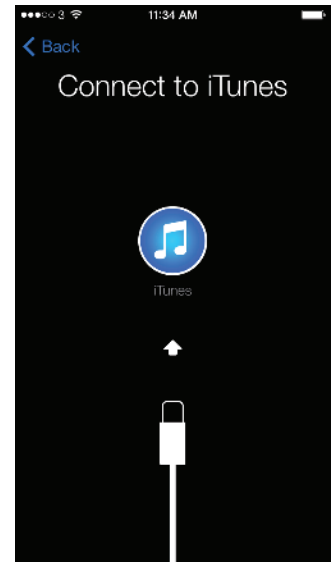
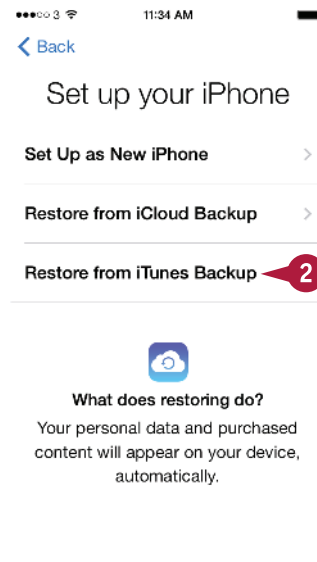
Set Up Your iPhone from iTunes

Instead of setting up your iPhone using iCloud, as described in the previous two tasks, you can set it up using iTunes. You can either restore an iTunes backup to the device or set up the iPhone from scratch using iTunes.

When setting up your iPhone for the first time, you can restore it from an iTunes backup of another iPhone — for example, your previous iPhone. If you have already set up this iPhone, you can restore it from its own backup.

Set Up Your iPhone from iTunes

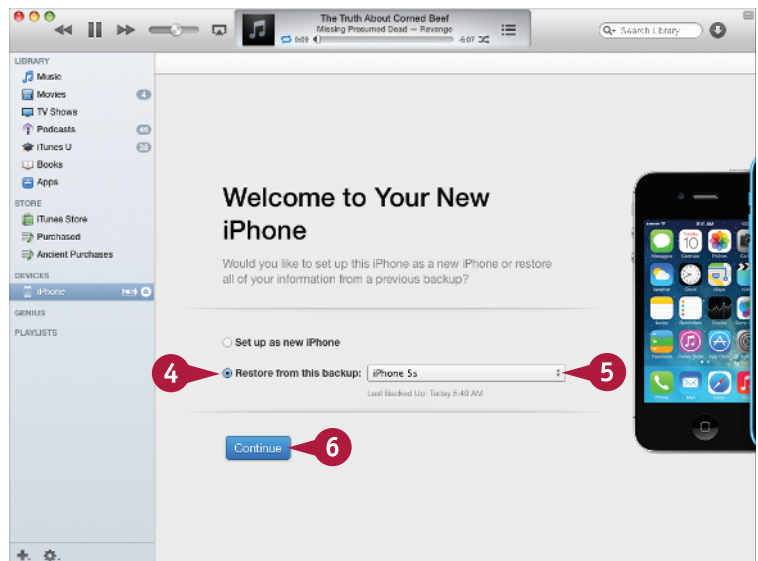
- 1 Begin setup as explained in the task “Begin Setup and Activate Your iPhone,” earlier in this chapter.
- 2 On the Set Up Your iPhone screen, tap **Restore from iTunes Backup**.
The Connect to iTunes screen appears.
- 3 Connect your iPhone to your computer via the USB cable.



On your computer, iTunes opens or becomes active.

The Welcome to Your New iPhone screen appears.

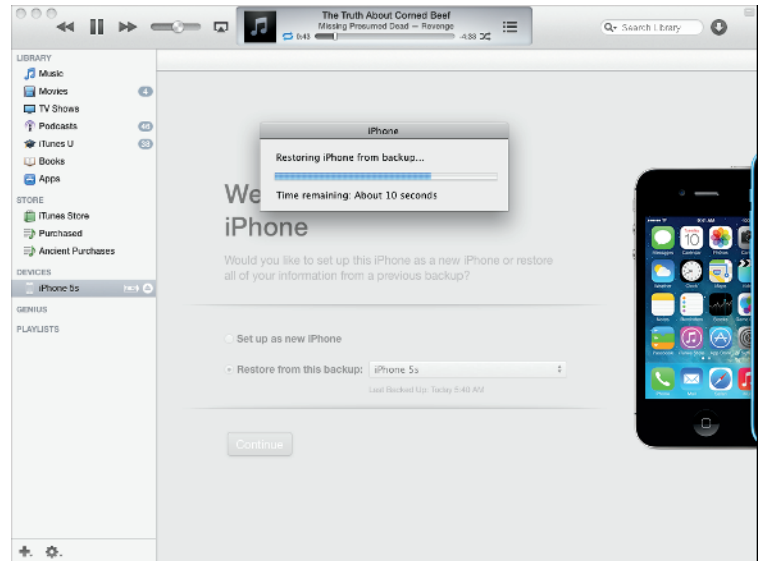
- 4 Make sure the **Restore from this backup** radio button is selected (●).
- 5 In the pop-up menu, select the appropriate iPhone.
- 6 Click **Continue**.



Getting Started with Your iPhone

iTunes restores your iPhone from the backup.

When the restore is complete, your iPhone restarts.



Your iPhone's control screens appear in the iTunes window.

You can now choose sync settings for the iPhone as explained in the next task, "Choose Which Items to Sync from Your Computer."



TIP

How do I set up my iPhone from scratch using iTunes?

On the Set Up Your iPhone screen, tap **Restore from iTunes Backup**, and then connect your iPhone to your computer via the USB cable. When the Welcome to Your New iPhone screen appears in iTunes on your computer, click **Set up as new iPhone** (○ changes to ●). Click **Continue**. On the Sync with iTunes screen that appears, click **Get Started**. The iPhone's control screens appear, and you can set up sync as described in the next task, "Choose Which Items to Sync from Your Computer."

Choose Which Items to Sync from Your Computer

After specifying that you will use iTunes to sync your iPhone, as explained in the previous task, “Set Up Your iPhone from iTunes,” you use the iPhone’s control screens in iTunes to choose which items to sync between your computer and your iPhone.

When setting your sync preferences, the best place to start is the Summary tab. Here, you can change your iPhone’s name, choose whether to back up the iPhone to iCloud or to your computer, decide whether to encrypt the backup, and set general options for controlling syncing.

Choose Which Items to Sync from Your Computer

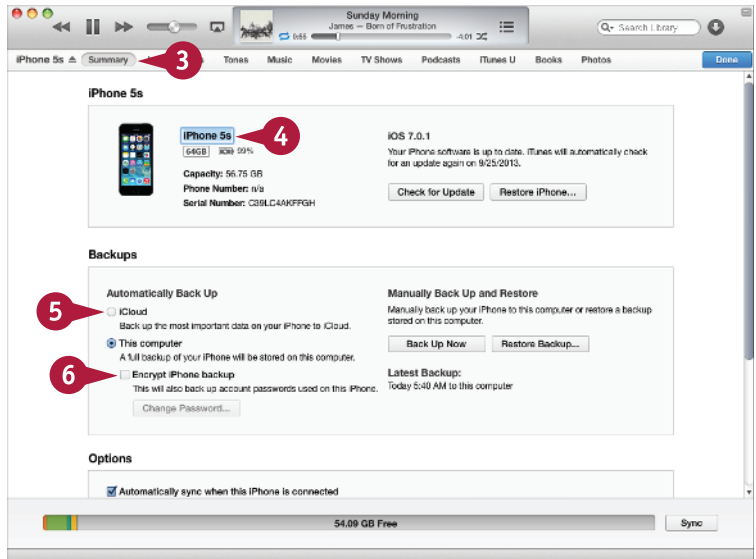
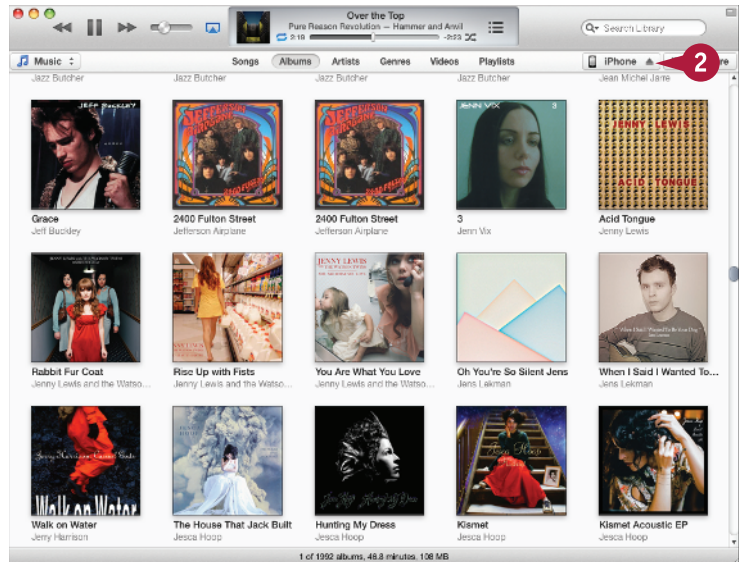
Connect Your iPhone and Choose Options on the Summary Tab

- 1 Connect your iPhone to your computer via the USB cable.
The iTunes window appears.
- 2 If your iPhone’s control screens do not automatically appear, click the iPhone’s button on the navigation bar at the top of the screen.

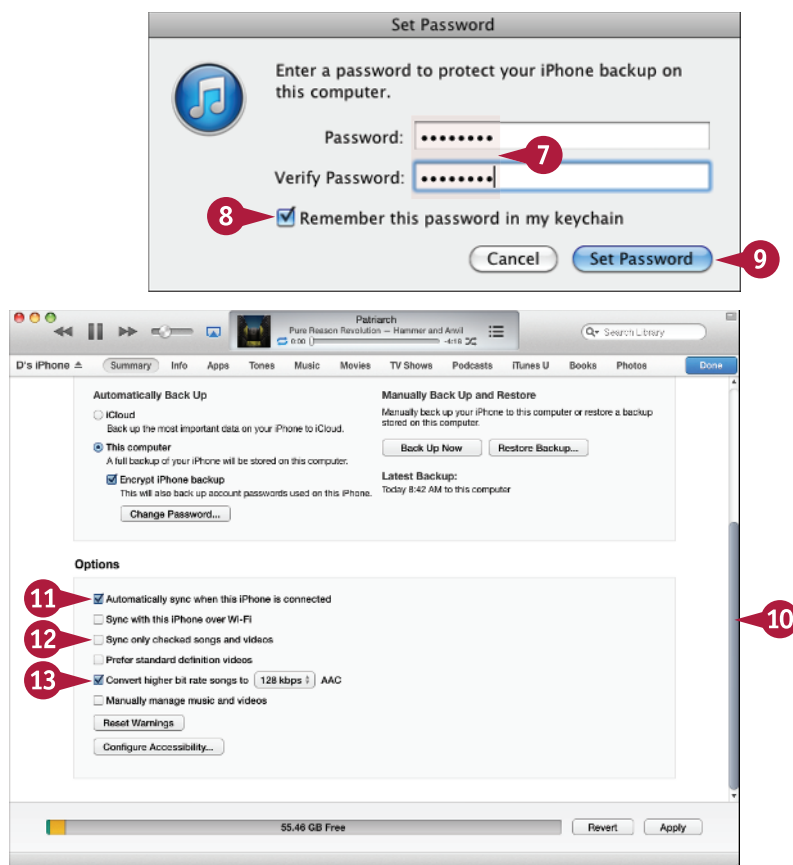
Note: Your iPhone appears in iTunes with either a default name or the name you have given it.

The iPhone’s control screens appear.

- 3 Click **Summary** if the Summary tab is not already displayed.
The Summary tab appears.
- 4 To change the iPhone’s name, click the existing name, type the new name, and press **Enter** or **Return**.
- 5 In the Automatically Back Up area, click **iCloud** (○ changes to ●) or **This computer** (○ changes to ●) to specify where to back up your iPhone.
- 6 If you choose to back up to this computer, click **Encrypt iPhone backup** (□ changes to ☒)



- 7 In the Set Password dialog, type a password twice.
- 8 On a Mac, click **Remember this password in my keychain** (☐ changes to ☒) if you want to save the password in your keychain.
- 9 Click **Set Password**, and the dialog closes.
- 10 Scroll down the iTunes window.
- 11 Click the **Automatically sync when this iPhone is connected** check box (☐ changes to ☒) if you want to sync your iPhone automatically when you connect it.
- 12 Click the **Sync only checked songs and videos** check box (☐ changes to ☒) if you want syncing to omit any song or video whose check box you have deselected (☐)
- 13 Click the **Convert higher bit rate songs to AAC** check box (☐ changes to ☒) if you want to compress larger songs to fit more on your iPhone. In the pop-up menu, choose the bit rate.



TIP

Should I back up my iPhone to my computer or to iCloud?

If you plan to use your iPhone mostly with your computer, back up the iPhone to the computer. Doing so makes iTunes store a full backup of the iPhone on the computer, so you can restore all the data to your iPhone, or to a replacement iPhone, if necessary. You can also encrypt the backup. To keep your data safe, you must back up your computer as well. For example, you can use Time Machine to back up a Mac.

continued ►

Choose Which Items to Sync from Your Computer (continued)

When syncing your iPhone with your computer using iTunes, you can quickly set up the communications accounts you want the iPhone to use.

On the Info tab of the iPhone's control screens in iTunes, you can set your contacts, calendars, e-mail accounts, bookmarks, and notes to sync to your iPhone. When you need to resolve problems such as data corruption on the iPhone, you can also set iTunes to overwrite particular items on the iPhone during the next sync.

Choose Which Items to Sync from Your Computer (continued)

Sync Your Communications Information to Your iPhone

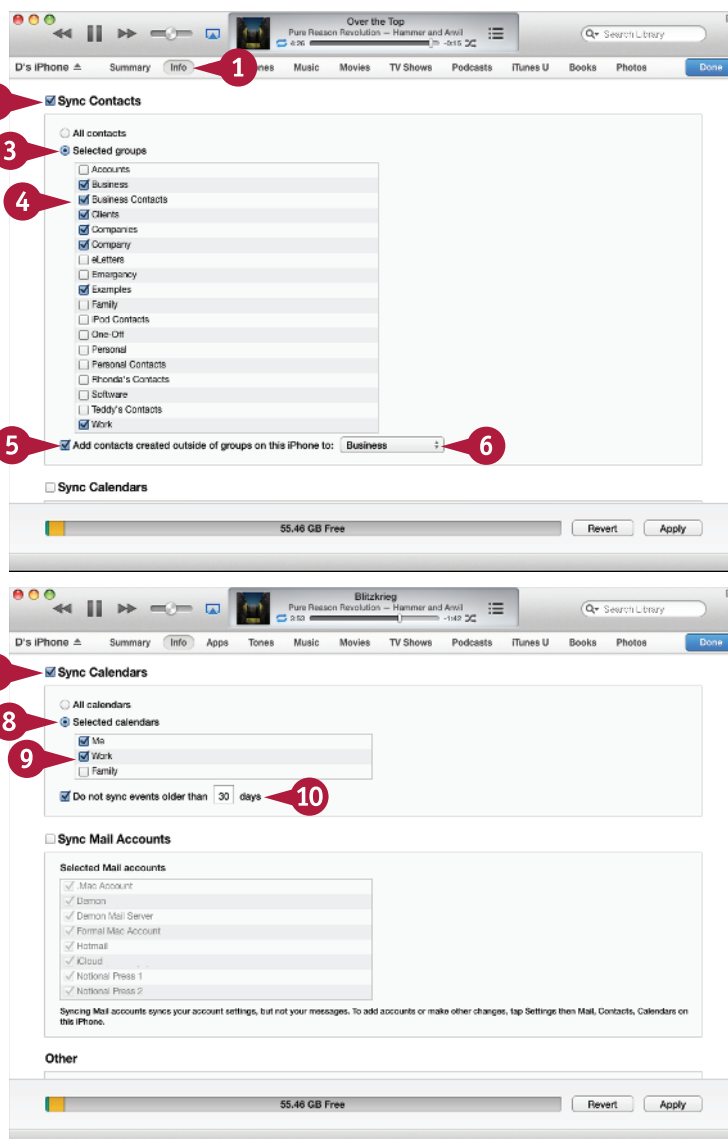
- 1 Click the **Info** tab.
- 2 Click **Sync Contacts** (☐ changes to ☒).
- 3 To sync only some contacts, click **Selected groups** (☐ changes to ☒).

Note: In Windows, select the program that contains the contacts — for example, Outlook.

- 4 Click each contacts group to sync (☐ changes to ☒).
- 5 Click **Add contacts created outside of groups on this iPhone to** (☐ changes to ☒).

- 6 Click and then click the contacts group to which you want to add contacts created outside the iPhone.

- 7 Click **Sync Calendars** (☐ changes to ☒).
- 8 To sync only some calendars, click **Selected calendars** (☐ changes to ☒).
- 9 Click each calendar to sync (☐ changes to ☒).
- 10 To limit the number of days of calendar data, click **Do not sync events older than 30 days** (☐ changes to ☒).



- 11** Click **Sync Mail Accounts** (☐ changes to ☒).

Note: In Windows, click **Sync selected mail accounts from** (☐ changes to ☒). Click the drop-down menu, and then click the program.

- 12** Click each mail account you want to sync (☐ changes to ☒.

- 13** Click **Sync Safari bookmarks** (☐ changes to ☒) if you want to sync your Safari bookmarks.

- 14** Click **Sync notes** (☐ changes to ☒) if you want to sync your notes.

- 15** In the Advanced area, click any item you want to overwrite on the iPhone (☐ changes to ☒.

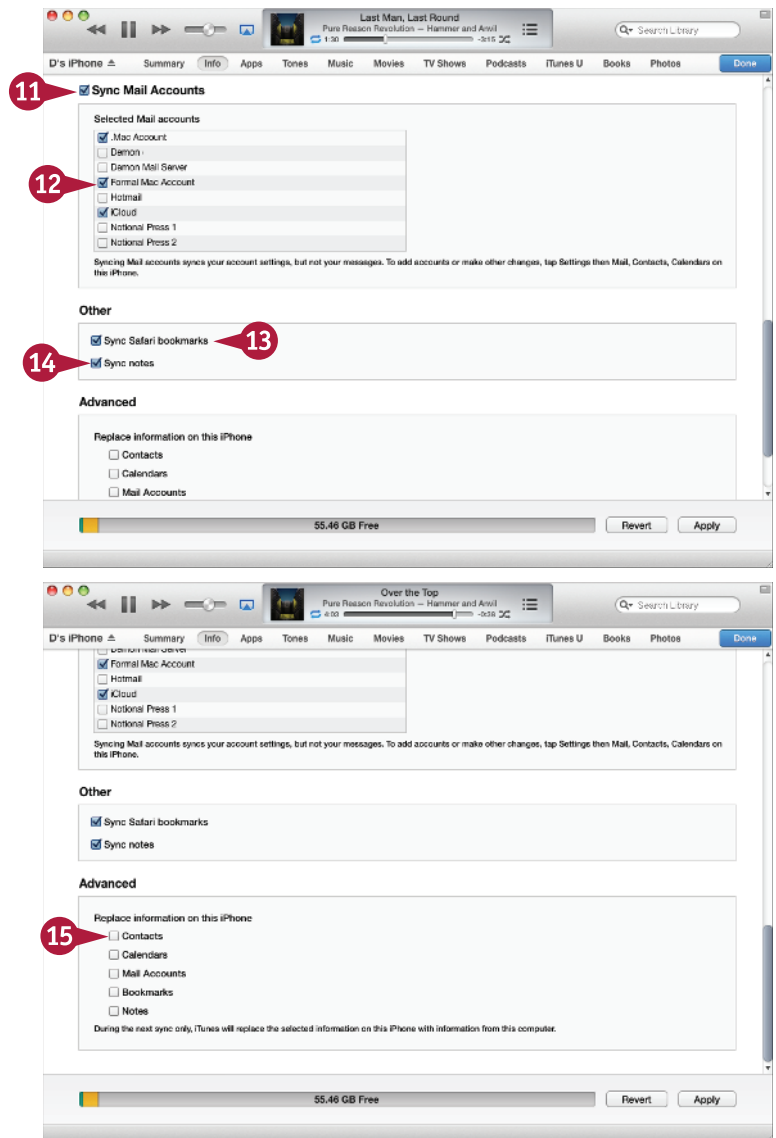
Note: Normally, when you first set up an iPhone to sync items such as notes, bookmarks, or e-mail accounts, you do not need to overwrite the data on the iPhone. You need to overwrite the data on the iPhone only if it becomes corrupted. After syncing and overwriting the data, iTunes clears these check boxes (☒ changes to ☐) so that it does not overwrite the data again unless you select the check boxes.

TIP

Why does the Info tab not appear on the iPhone's control screens?

If your Mac is running OS X Mavericks, the Info tab does not appear on the iPhone's control screens. This is because OS X Mavericks is designed to sync data through iCloud and similar online services.

To sync your e-mail, contacts, calendars, reminders, and notes, set up your Internet accounts on your iPhone as explained in Chapter 4.



Choose Which Items to Sync from Your Computer (continued)

When syncing your iPhone with your computer using iTunes, you can choose which apps to install on your iPhone from those you have purchased from the App Store.

Similarly, you can choose which music to sync by choosing playlists, artists, genres, and albums on the Albums tab. And if you have ringtones on your computer, you can sync them to your iPhone by using the Tones tab.

Choose Which Items to Sync from Your Computer (continued)

Choose Which Apps to Sync

1 Click **Apps**.

The Apps tab appears.

A You can click  and choose how to sort the apps: Click **Sort by Name**, **Sort by Kind**, **Sort by Category**, **Sort by Date**, or **Sort by Size**, as needed.

2 Click **Install** for each app you want to sync to the iPhone (Install changes to Will Install).

3 Scroll down the screen and click **Automatically sync new apps** (☐ changes to ☒) if you want to sync new apps automatically. This is usually helpful.

Choose Which Music and Tones to Sync

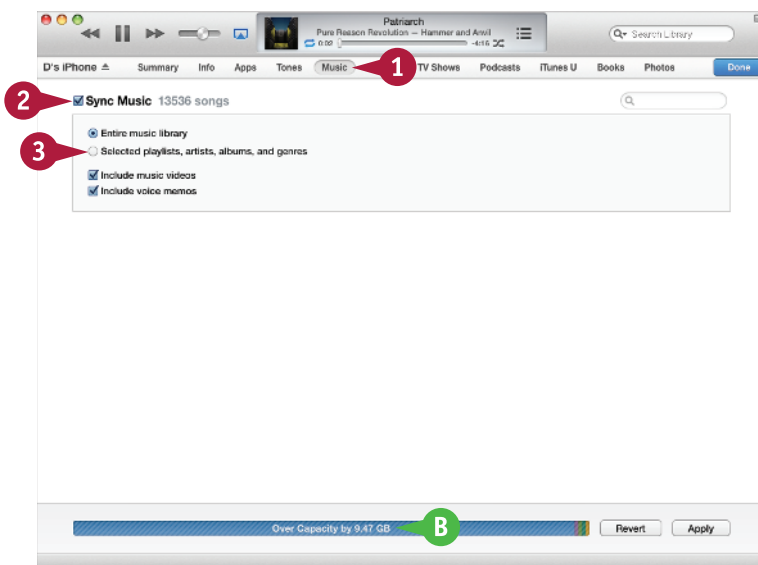
1 Click **Music**.

The Music tab appears.

2 Click **Sync Music** (☐ changes to ☒)

B If the amount of music selected is too much to fit on your iPhone, the Over Capacity warning appears.

3 To load a selection of music instead of your entire music library, click **Selected playlists, artists, albums, and genres** (☐ changes to ☒) instead of **Entire music library**.



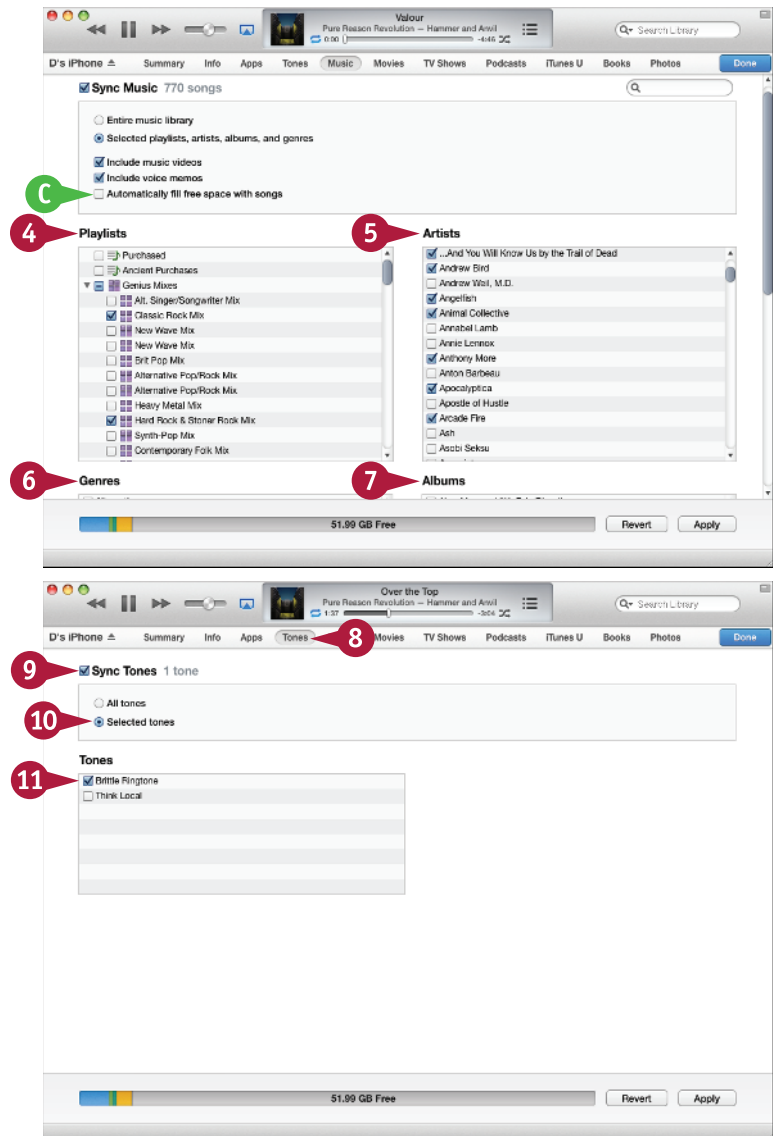
The controls in the lower part of the tab appear.

- C** Click **Automatically fill free space with songs** (☐ changes to ☒) if you want to put as much music as possible on your iPhone.
- 4** In the Playlists area, click the check box (☐ changes to ☒) for each playlist to include.
- 5** In the Artists area, click the check box (☐ changes to ☒) for each artist to include.
- 6** In the Genres area, click the check box (☐ changes to ☒) for each genre to load.
- 7** In the Albums area, click the check box (☐ changes to ☒) for each album to load.
- 8** Click **Tones**.
The Tones tab appears.
- 9** Click **Sync Tones** (☐ changes to ☒)
- 10** Click **All tones** (☐ changes to ☒) or **Selected tones** (☐ changes to ☒), as needed.
- 11** If you choose Selected Tones, click the check box (☐ changes to ☒) for each tone to load.

TIP

Should I sync my entire music library to my iPhone?

This depends on how big your music library is, how high your iPhone's capacity is, and how much other data you need to put on the iPhone. Normally, it is best to put a selection of your favorite music, and perhaps your newest music, on your iPhone and leave plenty of space for other content. Leave the **Automatically fill free space with songs** check box deselected (☐) to prevent iTunes from filling all the free space, because this may prevent you from shooting video, taking photos, or recording audio.



Choose Which Items to Sync from Your Computer (continued)

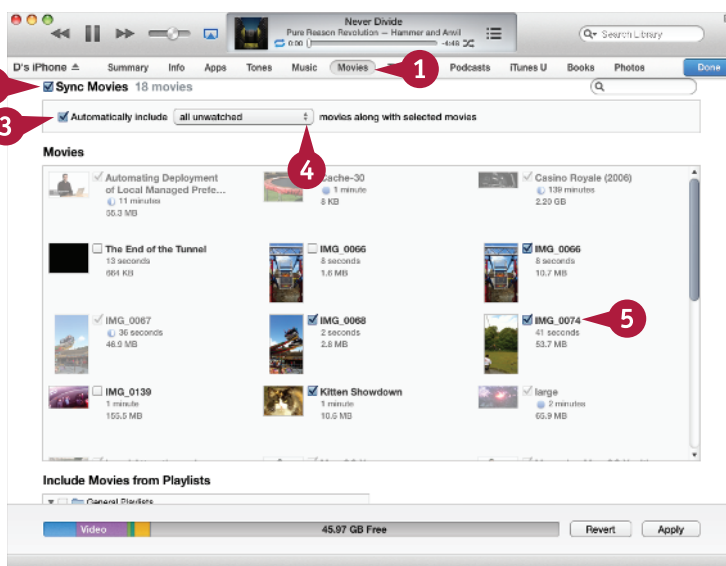
The wide range of content you can sync to your iPhone using iTunes includes movies, TV shows, podcasts, iTunes U lessons, books, and photos. To choose which items to sync, you click the appropriate tab, and then make your selection using the controls that appear on it. For each category of content, you can choose between syncing all the items and only selected ones.

After choosing all the content you want to sync to your iPhone, you click **Apply** or **Sync**. iTunes then syncs all the content to your iPhone across the USB connection.

Choose Which Items to Sync from Your Computer (continued)

Sync Movies, TV Shows, Podcasts, and iTunes U Lessons

- 1 Click a tab, **Movies**, for example.
- 2 Click **Sync Movies** (☐ changes to ☒).
- 3 Click **Automatically include** (☐ changes to ☒) to have iTunes load some movies automatically.
- 4 Click $\updownarrow$ and choose what to include — for example, click **all unwatched** or **10 most recent**.
- 5 Specify other items to sync (☐ changes to ☒).



Sync Books

- 1 Click the **Books** tab.
- 2 Click **Sync Books** (☐ changes to ☒).
- 3 To sync only some books, click **Selected books** (☐ changes to ☒).
- 4 Click each book or PDF file to sync (☐ changes to ☒).
- A You can click $\updownarrow$ and click **Only Books** or **Only PDF Files** to shorten the list.
- 5 Click **Sync Audiobooks** (☐ changes to ☒).
- 6 Choose which audiobooks to sync.



Sync Photos

- 1 Click **Photos**.
- 2 Click **Sync Photos from** (☐ changes to ☒).

Note: In Windows, click **Sync Photos with** (☐ changes to ☒), and then choose the folder in the drop-down list.

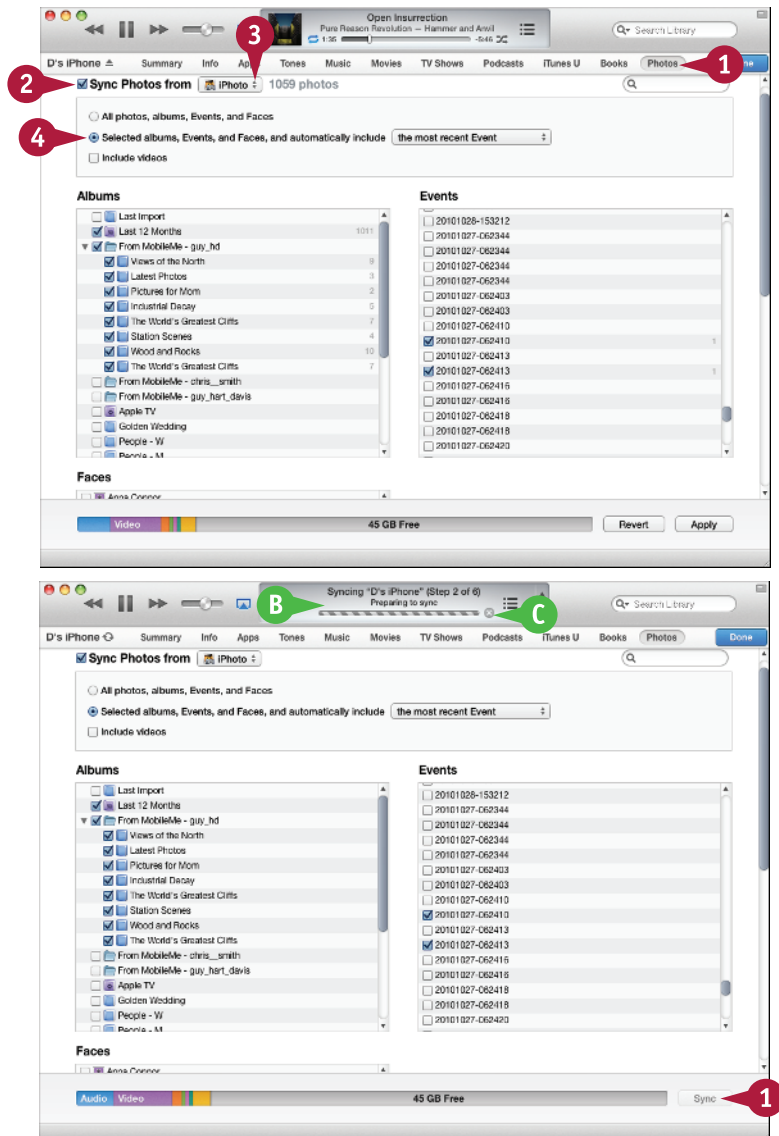
- 3 In the pop-up menu, choose the source of the photos — for example, iPhoto.
- 4 Choose which photos to sync. For example, click **Selected albums, Events, and Faces, and automatically include** (☐ changes to ☒), and then choose which albums, events, and faces to include.

Apply Your Changes and Sync

- 1 Click **Apply** or **Sync**.

iTunes syncs the items to your iPhone.

- B The readout shows you the sync progress.
 - C If you need to stop the sync, click .
- 2 When the sync finishes, disconnect your iPhone.



TIP

How can I fit more content on my iPhone?

You cannot increase your iPhone's storage capacity — with some other phones, you can install a memory card — so the way to fit more content on is to prune and compress the existing content.

Video and music files tend to take the most space. For video, your only option is to remove files you do not need on your iPhone. For music, click the **Convert higher bit rate songs** check box (☐ changes to ☒) on the Summary tab and choose a low bit rate, such as 128 Kbps, to reduce the size of music files while retaining acceptable audio quality.

Sync Your iPhone with iTunes via Wi-Fi

The normal way to sync your iPhone with iTunes is by using the USB cable to connect the iPhone to your computer. But if you connect both your computer and your iPhone to the same network, you can sync the iPhone with iTunes wirelessly. This is called syncing “over the air.”

To use wireless sync, you must first enable it in iTunes. You can then have the iPhone sync automatically when connected to a power source and to the same wireless network as the computer. You can also start a sync manually from the iPhone, even if it is not connected to a power source.

Sync Your iPhone with iTunes via Wi-Fi

Set Your iPhone to Sync with iTunes via Wi-Fi

- 1 Connect your iPhone to your computer with the USB cable.

The iTunes window appears.

- 2 Click the button for your iPhone.

Note: Your iPhone appears in iTunes with the name you gave it.

The iPhone’s control screens appear.

- 3 Click **Summary**.

The Summary tab appears.

- 4 Click **Sync with this iPhone over Wi-Fi** (☐ changes to ☒.

- 5 Click **Apply**.

iTunes applies the change.

- 6 Disconnect your iPhone from your computer.

Perform a Manual Sync via Wi-Fi

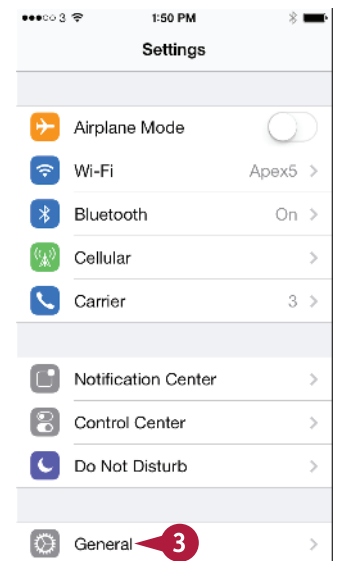
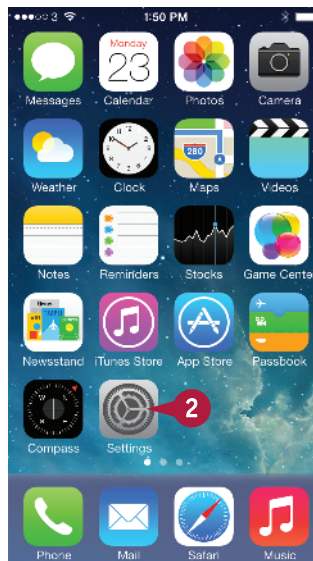
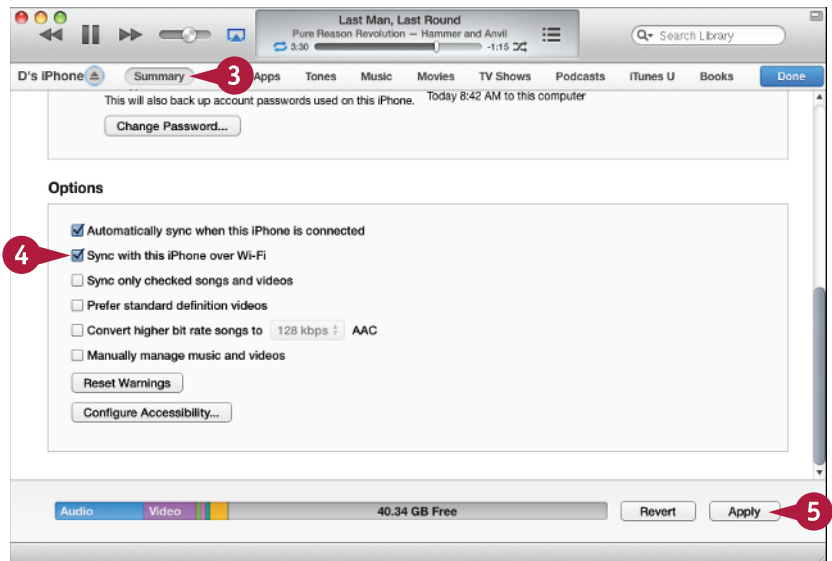
- 1 Press the Home button.

The Home screen appears.

- 2 Tap **Settings**.

The Settings screen appears.

- 3 Tap **General**.



The General screen appears.

4 Tap iTunes Wi-Fi Sync.

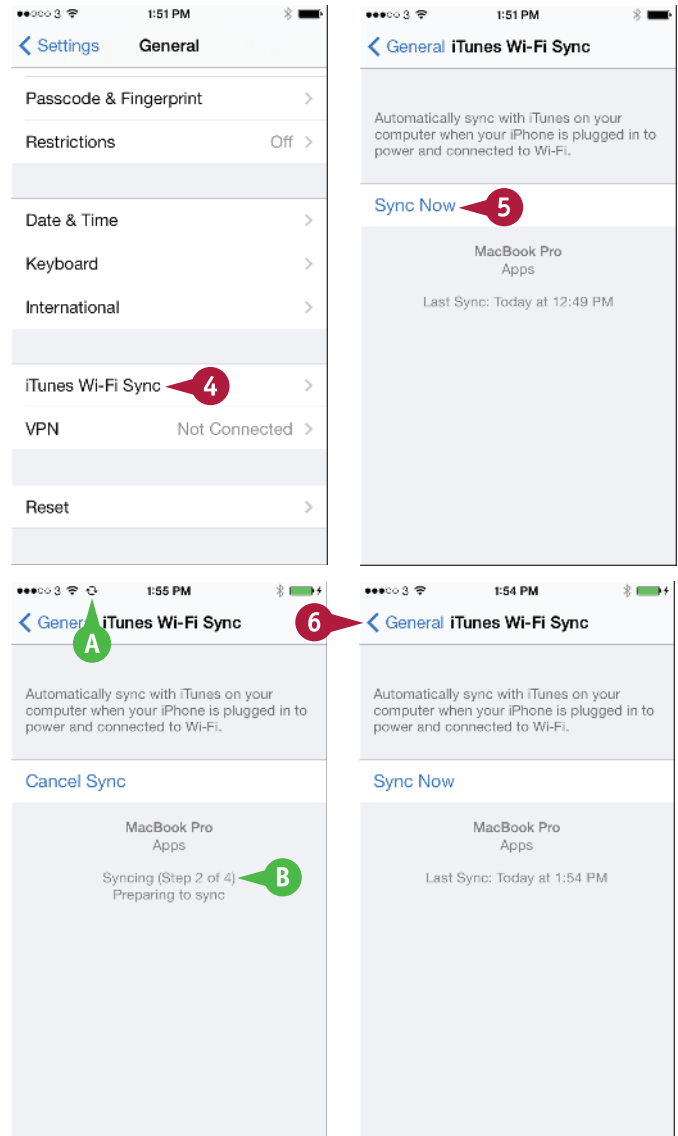
The iTunes Wi-Fi Sync screen appears.

5 Tap Sync Now.

The sync runs.

- A** The Sync symbol (↻) appears in the status bar.
- B** The readout shows which part of the sync is currently running.
- 6** When the sync completes, tap **General**.

The General screen appears.



TIP

Can I sync my iPhone automatically via Wi-Fi?

To sync your iPhone automatically via Wi-Fi, connect your iPhone to a power source — for example, the iPhone power adapter. Make sure your computer is on and connected to your network, and that iTunes is running. Your iPhone automatically connects to your computer across the wireless network. iTunes syncs the latest songs, videos, and data.

Transfer Files Using iTunes File Sharing

When you need to transfer files to the iPhone, you can use the File Sharing feature built into iTunes. This feature enables you to transfer files to the iPhone's storage area devoted to a particular app. For example, when you need to use a file with the DocsToGo app on the iPhone, you transfer to the DocsToGo area using File Sharing.

Only some apps can transfer files, and you must install an app capable of transferring files via File Sharing before you can use File Sharing as described in this task.

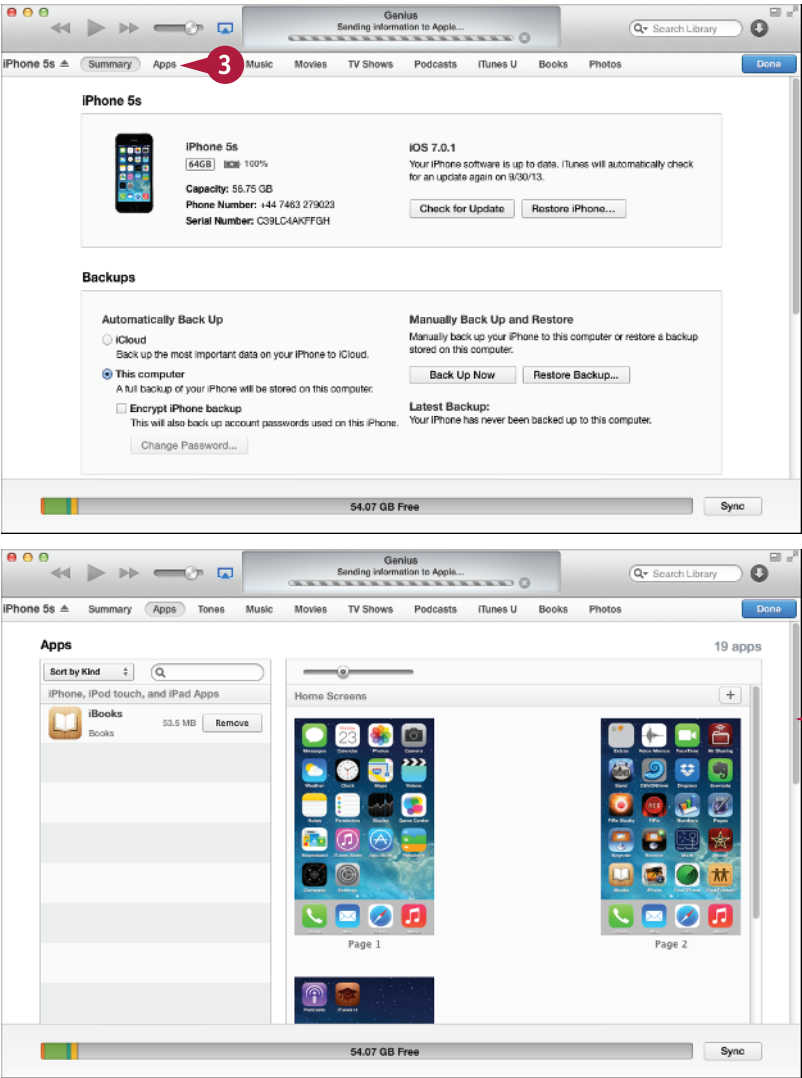
Transfer Files Using iTunes File Sharing

- 1 Connect the iPhone to your PC or Mac.

iTunes launches or becomes active, and the iPhone appears in the navigation bar.
- 2 Click your iPhone.

The iPhone's control screens appear, with the Summary screen at the front.
- 3 Click **Apps**.

The Apps screen appears.
- 4 Scroll down.



The File Sharing area appears.

- 5 Click the app to which you want to add the file.
- 6 Click **Add**.

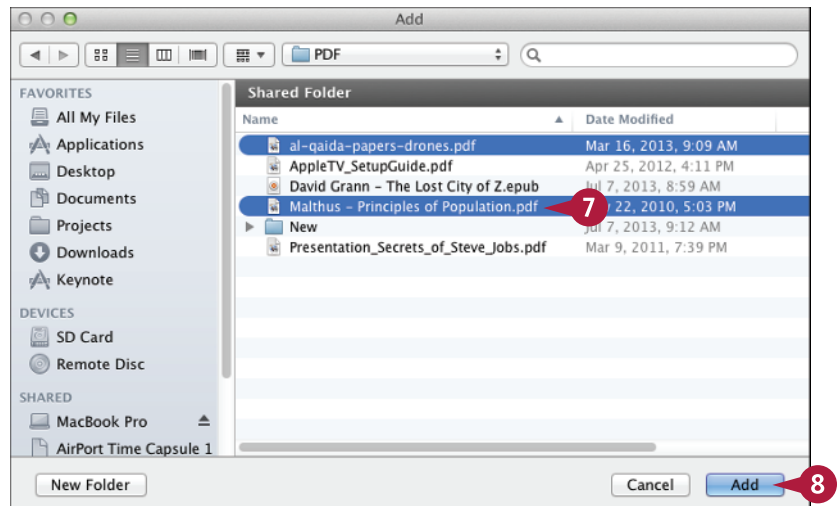
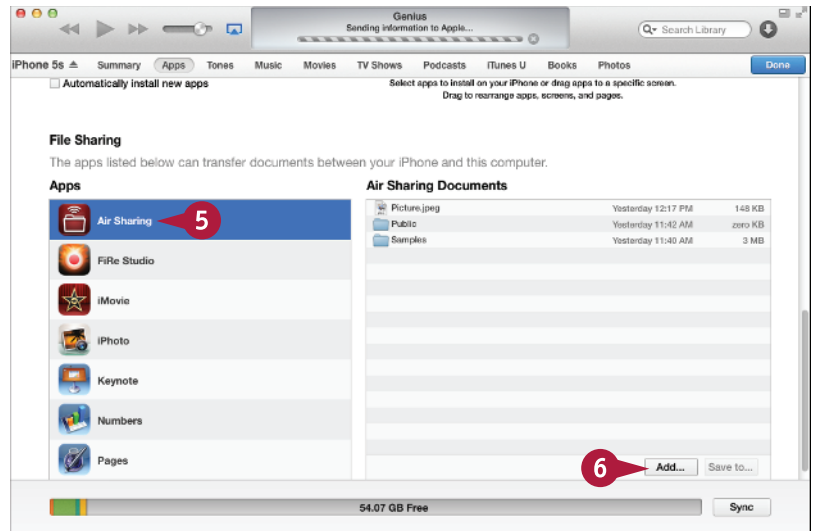
The Add dialog opens on the Mac, or the Open dialog appears in Windows.

- 7 Click the file you want to copy to the iPhone.

Note: You can copy multiple files at once by selecting them. For example, click the first file, and then **Shift**+click the last file to select a range of files.

- 8 Click **Open** in Windows or **Add** on a Mac.

iTunes copies the file or files to the iPhone.



TIP

How do I copy a file from the iPhone to my computer?

- 1 Open File Sharing as discussed in this task.
- 2 In the Apps area, click the app that contains the file.
- 3 In the Documents area, click the file.
- 4 Click **Save to**. The Open dialog appears.
- 5 Click the folder to save the file in.
- 6 Click **Select Folder** in Windows or **Choose** on a Mac. iTunes copies the file.

Explore the iPhone's User Interface and Launch Apps

After you set up your iPhone with iCloud or iTunes, you are ready to start using the device. When you press the Home button to wake the iPhone from sleep, it displays the lock screen. You then unlock the iPhone to reach the Home screen, which contains icons for running the apps installed on the iPhone.

You can quickly launch an app by tapping its icon on the Home screen. From the app, you can return to the Home screen by pressing the Home button. You can then launch another app as needed.

Explore the iPhone's User Interface and Launch Apps

1 Press the Home button.

The iPhone's screen lights up and shows the lock screen.

2 On an iPhone 5s, touch your finger to the Home button to unlock the iPhone using Touch ID. On an iPhone 5c, tap the slider, drag it to the right, and then enter your passcode if you have set one.

The iPhone unlocks, and the Home screen appears.

A The iPhone has two or more Home screens, depending on how many apps are installed. The gray dots at the bottom of the Home screen show how many Home screens you have. The white dot shows the current Home screen.

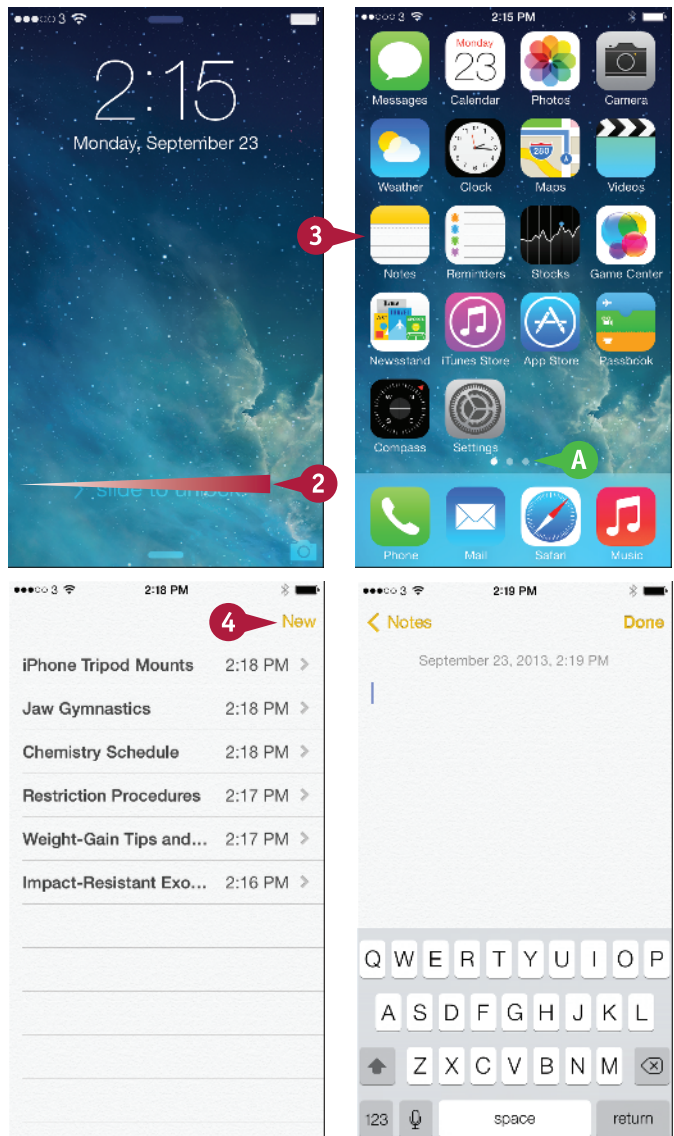
3 Tap **Notes**.

The Notes app opens.

Note: If you chose to sync notes with your iPhone, the synced notes appear in the Notes app. Otherwise, the list is empty until you create a note.

4 Tap **New**.

A new note opens, and the on-screen keyboard appears.



5 Type a short note by tapping the keys.

B If a pop-up bubble suggests a correction or word completion, tap **space** to accept it. Tap **x** on the bubble to reject it.

6 Tap **Done**.

The on-screen keyboard closes.

7 Tap **Notes**.

C The Notes list appears, with your note in it.

8 Press the Home button.

The Home screen appears.

9 Tap and drag to the left to display the second Home screen.

Note: You can also tap at the right end of the row of dots on the Home screen to move one screen to the right. Tap at the left end to move one screen to the left.

You can now launch another app by tapping its icon.

10 Press the Power/Sleep button.

Your iPhone goes to sleep.



TIP

Where do I get more apps to perform other tasks?

You can find an amazingly wide selection of apps — both free and ones you pay for — on Apple's App Store. See Chapter 7 for instructions on finding and downloading the apps you need.

Use Notification Center

As your communications hub, your iPhone handles many different types of alerts for you: missed phone calls, text messages, reminders, meetings, and so on.

To help you keep on top of all these alerts, your iPhone integrates them into Notification Center, together with information about the current weather and stock prices. You can quickly access Notification Center from the Home screen or any other screen. After you display Notification Center, you can respond to an alert, view your upcoming appointments, check on the weather, or look at your current stock prices.

Use Notification Center

Open Notification Center

- 1 Tap at the top of the screen and swipe your finger down.
Notification Center appears.
- A The Today tab shows you a list of today's commitments.
- B A summary of the weather and your appointments appears at the top of the screen.
- C Your calendar appears below that.
- 2 Scroll down the screen.
- D Your Stocks list appears, showing current data.
- E A summary of your commitments for tomorrow appears at the bottom of the screen.
- 3 Tap **all**.
The full list of notifications appears.
- F Tap a notification to access the app to which it belongs.
- G You can tap **missed** to display your list of missed items.
- 4 Tap and drag up from the bottom of the screen.
Notification Center closes.



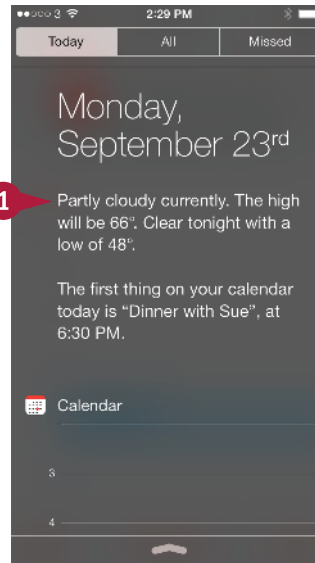
Open the Weather App from Notification Center

- 1 In Notification Center, tap the weather item at the top of the screen.

The Weather app opens, displaying the current weather.

You can then swipe your finger to the left or right across the timeline to display other hourly details.

Swipe your finger left or right below the timeline to view the weather for another location.

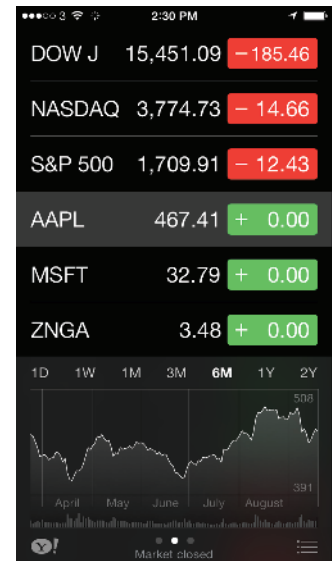
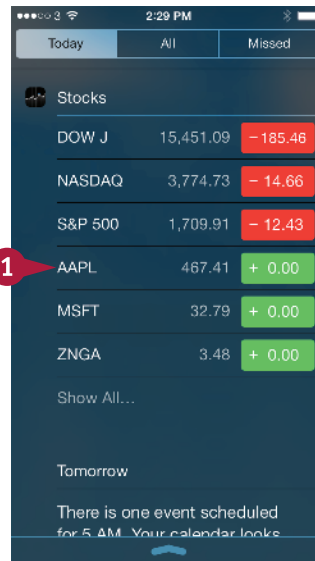


Open the Stocks App from Notification Center

- 1 In Notification Center, tap **Stocks**.

The Stocks app opens, displaying the current stock prices, market capitalizations, and charts.

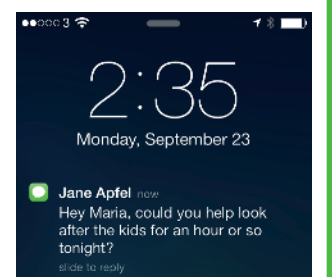
Note: You can customize Notification Center to show the notifications you want to see. See Chapter 2 for details.



TIP

What happens if I receive a notification when my iPhone is locked?

What happens when you receive a notification while the screen is locked depends on the type of notification. For most types of notifications, your iPhone displays an alert on the lock screen to alert you to the notification. Unlocking your iPhone while the alert is showing takes you directly to the notification in whatever app it belongs to — for example, to an instant message in the Messages app.



Use Control Center

Control Center puts your iPhone's most essential controls right where you need them. From Control Center, you can turn Airplane mode, Wi-Fi, Bluetooth, Do Not Disturb mode, and Orientation Lock on or off; control music playback and volume, and direct your iPhone's audio output to AirPlay devices; change the setting for the AirDrop sharing feature; and quickly access the Flashlight, Clock, Calculator, and Camera apps.

Control Center appears as a pane that you open by swiping upward from the bottom of the screen. After using Control Center, you can drag the pane closed or simply tap the screen above it.

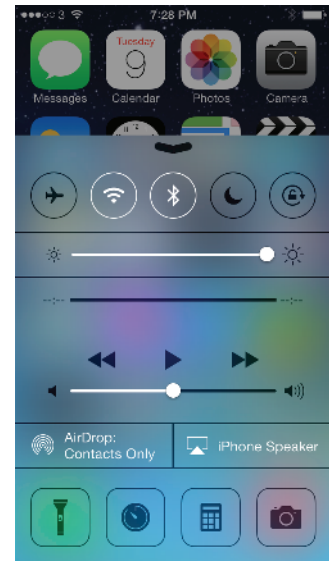
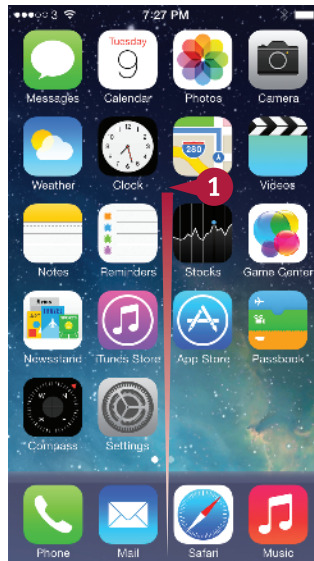
Use Control Center

Open Control Center

- 1 Tap and swipe up from the very bottom of the screen.

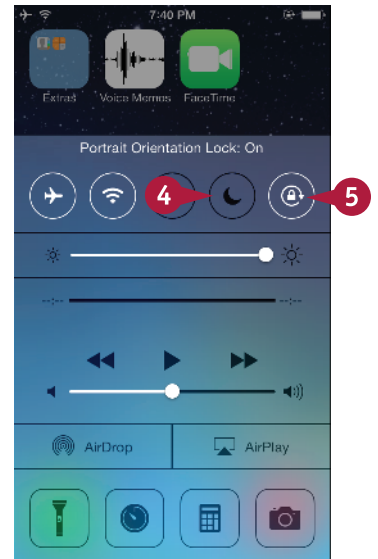
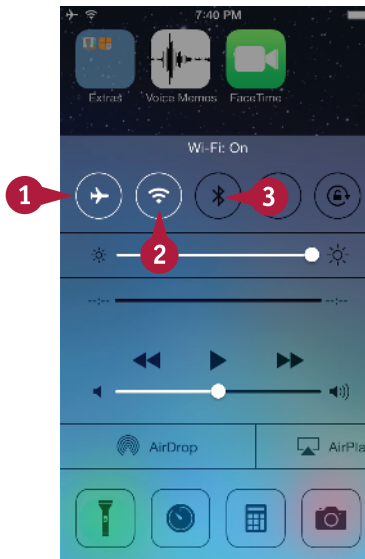
Control Center opens.

Note: You can open Control Center from most apps and screens. You may find some exceptions — for example, where iOS interprets an upward swipe as an action within the app.



Control Essential Settings

- 1 Tap **Airplane Mode** (✈️) to turn Airplane mode on or off.
- 2 Tap **Wi-Fi** (📶) to turn Wi-Fi on or off.
- 3 Tap **Bluetooth** (📶) to turn Bluetooth on or off.
- 4 Tap **Do Not Disturb** (🌙) to turn Do Not Disturb mode on or off.
- 5 Tap **Orientation Lock** (🔒) to turn Orientation Lock on or off.



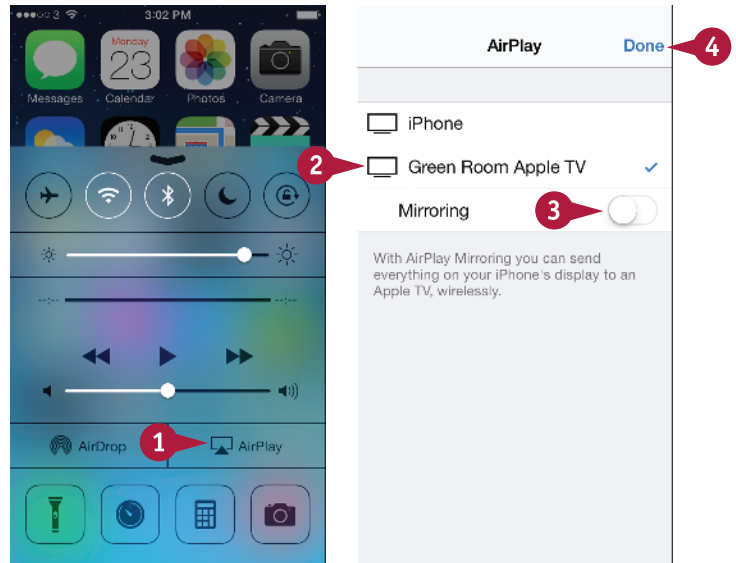
Choose an AirPlay Device

- 1 In Control Center, tap **AirPlay**.

The AirPlay dialog opens.

- 2 Tap the AirPlay speaker or Apple TV you want to use.
- 3 If you choose an AirPlay TV, set the **Mirroring** switch to On (●) or Off (○), as needed.
- 4 Tap **Done**.

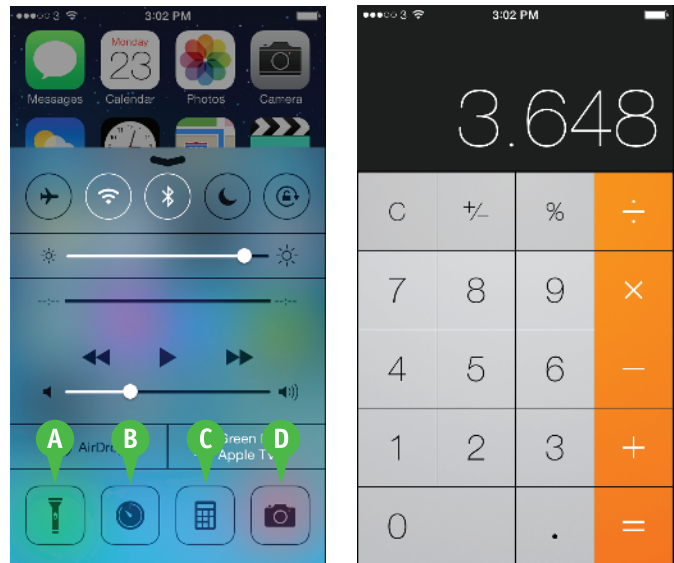
The AirPlay dialog closes.



Open Flashlight, Clock, Calculator, or Camera

- 1 In Control Center, tap the appropriate icon:
 - A Tap **Flashlight** (🔦) to turn on the Flashlight.
 - B Tap **Clock** (🕒) to display the Clock app.
 - C Tap **Calculator** (🧮) to display the Calculator app.
 - D Tap **Camera** (📷) to display the Camera app.

The Flashlight turns on, or the app opens.



TIP

Can I use Control Center in landscape mode as well?

Yes, Control Center works in landscape orientation. Simply swipe up from the bottom of the screen in an app that supports the rotated orientation. Control Center has a different landscape layout, but the controls work the same way.

