

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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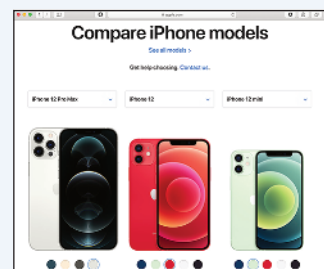
Identify and Compare the iPhone Models

The iPhone is a series of hugely popular smartphones designed by Apple. As of this writing, Apple sells seven iPhone models that differ in size, power, features, and price. This section explains the seven models, their common features, and their differences to enable you to distinguish them and choose among them.

Understanding the Seven iPhone Models

As of this writing, Apple sells seven iPhone models. Four models are in the iPhone 12 family, which Apple introduced in 2020. The base model in this family is called simply iPhone 12. The small model is called iPhone 12 mini. The other two models are in the Pro line and have different sizes. The iPhone 12 Pro is the smaller of the two, and the iPhone 12 Pro Max is the larger.

- **iPhone 12.** The iPhone 12 has a 6.1-inch OLED screen with 2532×1170-pixel resolution — the same size and resolution as the iPhone 12 Pro. OLED is the acronym for organic light-emitting diode; these screens are considered top of the range and have a wide viewing angle.
- **iPhone 12 mini.** The iPhone 12 mini has a 5.4-inch OLED screen with 2340×1080-pixel resolution.
- **iPhone 12 Pro.** The Pro has a 6.1-inch OLED screen with 2532×1170-pixel resolution.
- **iPhone 12 Pro Max.** The Pro Max has the largest screen of the iPhone models — a 6.7-inch OLED screen with 2778×1284-pixel resolution.



As well as the four iPhone 12 models, Apple sells three older models: the iPhone 11, the iPhone XR, and the iPhone SE.

- **iPhone 11.** Introduced in 2019, the iPhone 11 has a 6.1-inch screen with 1792×828-pixel resolution.
- **iPhone XR.** Introduced in 2018, the iPhone XR has a 6.1-inch screen with 1792×828-pixel resolution. The iPhone XR is similar in size and design to the iPhone 11 but contains slightly less powerful hardware and less memory.

Each of these six models has a design featuring thin bezels, rounded screen corners, and a “notch” cutout at the middle of the top edge of the screen. The notch contains the front camera and various sensors for features such as Face ID face recognition.

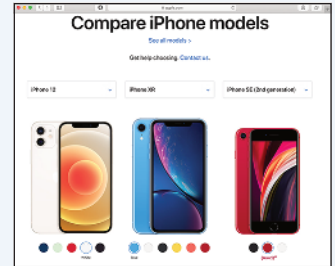
The third of the older iPhone models, the iPhone SE second generation, has a 4.7-inch screen with 1334×750-pixel resolution and an older design with two main differences from the newer designs. First, this phone has thicker bezels and no notch at the top of the screen; the front camera and its sensors are in the top bezel. Second, in the lower bezel, below the screen, is the Home button, a round button used for navigation and for the Touch ID fingerprint-recognition authentication system. Touch ID is easy to use and is preferable to Face ID if you are wearing a face mask or other personal protective equipment.

The iPhone SE has long been popular among those with smaller hands, smaller pockets, or less need for a huge screen. Since the introduction of the first generation in 2016, the iPhone SE has been considered the cutest iPhone, but the iPhone 12 mini is now challenging it on that front.

Understanding What Is Included in the Box

As of this writing, each iPhone box contains only the iPhone itself and a USB-C to Lightning cable for charging the iPhone and connecting it to a PC or a Mac.

Earlier iPhone boxes included the Apple EarPods headset and a USB power adapter. Apple no longer includes these items on the grounds that most people who buy iPhones already have earphones and power adapters. If you need either a headset or a charger, you can buy them from Apple separately or buy third-party ones.



Understanding Charging and Connectivity

Each iPhone features wireless charging, which you may find easier and more convenient than using a cable. You will need to get a wireless charger separately.

Each iPhone uses a nano-SIM card to connect to cellular networks but can also use one or more eSIMs, virtual SIM cards that you add electronically.

The iPhone 12 models have 5G connectivity, enabling them to connect to fifth-generation cellular networks. The iPhone 11, iPhone XR, and iPhone SE second generation have 4G connectivity. 5G can be up to 100 times faster than 4G, but it is not yet widely available. Check the current and, if possible, future availability of 5G in the areas you will use your iPhone before using 5G as a deciding factor for buying an iPhone.

Understanding the Operating System

Each iPhone runs iOS 14, the latest operating system from Apple, which comes with a suite of built-in apps, such as the Safari web browser and the Mail e-mail app. If you buy an older iPhone model, you may need to upgrade it to iOS 14, but this is easy to do, and there is no charge for the update.

Know Which Colors Are Available for Which iPhone Model

The iPhone 12 Pro models come in four colors: Pacific Blue, Gold, Graphite, and Silver.

The iPhone 12 and iPhone 12 mini come in five colors: Blue, Green, (PRODUCT)RED, White, and Black.

The iPhone XR comes in six colors: Black, White, Blue, Coral, Yellow, and (PRODUCT)RED.

The iPhone SE comes in three colors: Black, White, and (PRODUCT)RED.

Understanding the Cameras on iPhone Models

The iPhone 12 Pro models have triple 12-megapixel cameras on the back, with Ultra Wide, Wide, and Telephoto lenses. On the front is a 12-megapixel camera with depth-sensing features that enable the Face ID authentication and unlocking system.

continued ►

Identify and Compare the iPhone Models (continued)

Apart from physical size and key features, you should consider the storage capacity of the iPhone model you are thinking of buying. Having plenty of storage is especially important for shooting videos with your iPhone.

Having more storage enables you to install more apps and carry more music, movies, and other files with you; however, if you stream your music and movies, offload unused apps, and store your files online, you may not need a huge amount of storage.

Understanding the Cameras on iPhone Models (continued)

The iPhone 12, the iPhone 12 mini, and the iPhone 11 have dual 12-megapixel cameras on the back — Ultra Wide and Wide. On the front, these models have a 12-megapixel camera with depth-sensing features for Face ID.

The iPhone XR and the iPhone SE second generation have a single 12-megapixel camera on the back and a 7-megapixel camera with depth-sensing features on the front.

Compare the iPhone 12 Models with the Earlier iPhone Models

The iPhone 12 models offer a substantial upgrade over the iPhone 11, the iPhone XR, and the iPhone SE second generation. The three biggest differences are that the iPhone 12 models have faster processors, better screens, and improved cameras.

On the processor front, the iPhone 12 models have the A14 Bionic chip and what Apple describes as a “Next-generation Neural Engine.” The iPhone 11 and the iPhone SE second generation have the A13 Bionic chip with third-generation Neural Engine, whereas the iPhone XR has the A12 Bionic chip with second-generation Neural Engine. The nomenclature is fair gibberish, but the newer chips and engines are faster and so deliver better performance.

As for screens, the iPhone 12 models have the Super Retina XDR display with HDR and True Tone, the iPhone 11 and iPhone XR have the Liquid Retina HD display with True Tone, and the iPhone SE second generation has the Retina HD display with True Tone. Briefly, Super Retina is better than Liquid Retina, which in turn is better than Retina. XDR stands for Extreme Dynamic Range, which gives greater brightness and more natural-looking colors than HDR, which stands for High Dynamic Range. The True Tone feature enables the iPhone to adjust its display colors to match the ambient lighting it detects, making colors appear more consistent in different lighting conditions.

As you may well know from experience, the screen tends to be the most vulnerable part of an iPhone. The iPhone 12 models have a new feature called Ceramic Shield that promises “4x better drop performance” — in other words, though these models drop in just the same way as other phones, they suffer less damage on landing.

The newer iPhone models also have somewhat increased water resistance, but while any improvement is welcome, it may not be relevant to you. In practical terms, the improvements mean the iPhone SE second generation should survive 30 minutes in the shallow end of a swimming pool, the iPhone 11 should manage 30-minute immersion in the deep end, and the iPhone 12 Pro models should have no trouble with half an hour in the diving section.

Evaluate iPhone Storage Capacity

The iPhone models are available with different amounts of storage capacity. The following table shows the capacities with sample amounts of contents to give you some idea of what the amounts mean in real terms.

The iPhone 12 Pro models come in 128GB, 256GB, and 512GB capacities.

The iPhone 12, iPhone 12 mini, iPhone SE second generation, and iPhone 11 come in 64GB, 128GB, and 256GB capacities.

The iPhone XR comes in 64GB and 128GB capacities.

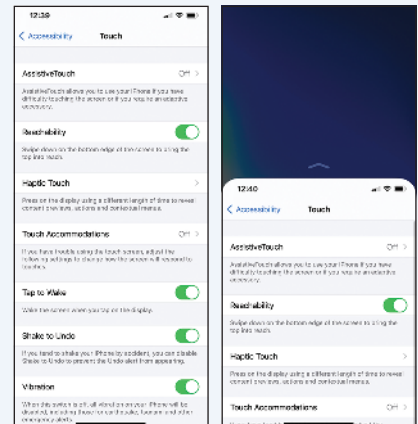
Higher capacities command substantially higher prices, so you must decide how much you are prepared to spend. Generally speaking, higher-capacity devices get more use in the long run and are worth the extra cost.

Capacity	Songs	Photos	Video
64GB	5,000	4,000	10 hours
128GB	10,000	8,000	20 hours
256GB	20,000	16,000	40 hours
512GB	40,000	32,000	80 hours

Understanding the Reachability Feature

iOS includes a feature called Reachability to help you use your iPhone with one hand when necessary. With the Reachability feature enabled, swipe down on the bottom edge of the screen to slide the screen down so that you can easily reach the top of it. On the iPhone SE, you double-tap **Home** — double-tap rather than double-press — to slide the screen down. After you give a command, the screen slides back up again; if you decide not to give a command, tap **Restore** (↩) to slide the screen back up; on an iPhone SE, double-tap **Home** again. Alternatively, wait a few seconds, and the iPhone slides the screen back up automatically.

To enable Reachability, first tap **Settings** (⚙️), tap **Accessibility** (♿️), and then tap **Touch** (👉). Near the top of the Touch screen, set the **Reachability** switch to On (🟢).



Understanding the Live Photos Feature

All of the current iPhone models include a feature called Live Photos that enables you to capture short sections of video before and after a still photo. After capturing the Live Photo, you can make the video segments play by tapping and holding the photo.

You can view your Live Photos on other Apple devices, such as your iPad or your Mac. You can also use a Live Photo as the wallpaper for your iPhone's lock screen.

Understanding iPhone 12 Controls

With the touchscreen used for most actions, the iPhone 12 has only four other hardware controls: the Side button in the middle of the right side; the Ringer On/Off switch at the top of the left side; and the Volume Up button and Volume Down button, below the Ringer On/Off switch. This section illustrates and explains these controls, plus the methods for unlocking the iPhone and locking it again.

Identify the Hardware Controls

The right side of the iPhone has only one control, a button called the Side button. The Side button has multiple functions on its own and in combination with the Volume Up button and the Volume Down button. The remainder of this section explains how to use the Side button.

The left side of the iPhone has three controls:

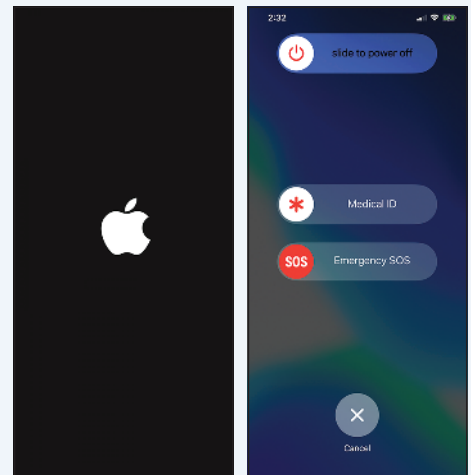
- The Ringer On/Off switch turns the ringer on and off. Move the switch toward the rear of the iPhone, exposing an orange background, to turn the ringer off. Move the switch to the front again to turn the ringer back on.
- The Volume Up button and Volume Down button enable you to control the volume quickly without having to use the touchscreen. These buttons also work in combination with the Side button for other actions.



Turn Your iPhone On and Off

To turn on your iPhone when it is powered off, press and hold **Side** until the Apple logo appears on-screen; then release the Side button. Your iPhone continues to start, and then the lock screen appears.

To turn off your iPhone, press and hold **Side** and either **Volume Up** or **Volume Down** until the Power Off screen appears; then swipe **slide to power off** (🔌) to the right.



Unlock and Lock Your iPhone

To unlock your iPhone, hold it so the front cameras can scan your face. The iPhone unlocks (🔒 changes to 🔓) and the *Swipe up to open* prompt appears at the bottom of the screen. Swipe up from the bottom of the screen. The iPhone unlocks, and you can start using it.

To lock your iPhone and put it to sleep, press **Side** once. Depending on how the iPhone is configured, the iPhone may also go to sleep automatically after a period of inactivity.



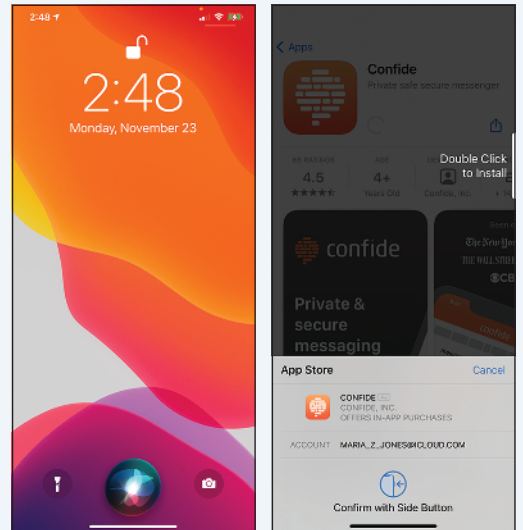
Using Sleep and Wake, Siri, App Store, and Apple Pay

When the iPhone is awake, press **Side** once to put it to sleep. When the iPhone is asleep, press **Side** once to wake it.

At any time, press and hold **Side** to activate Siri, which plays a tone and displays its icon near the bottom of the screen.

When installing an app from the App Store, double-click **Side** to authenticate yourself via Face ID and continue installing the app.

When making a purchase via Apple Pay, double-click **Side** to authenticate yourself via Face ID and confirm the purchase.



Force the iPhone to Restart

If the iPhone becomes unresponsive, a software problem may have occurred. Wait for a minute or two to see if iOS can resolve the problem.

If the iPhone remains unresponsive, you will need to restart it. Press **Volume Down** once, press **Volume Up** once, and then press and hold **Side** for 10–15 seconds. When the screen turns off, release **Side**. The iPhone then restarts, and the Apple logo appears on-screen.

Install and Set Up iTunes on Windows

To sync your iPhone with your Windows PC, you use the iTunes app, which Apple makes available for free. For Windows 10, the current version of Windows, you download iTunes from the Microsoft Store and 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. See the next section, "Set Up and Activate Your iPhone."

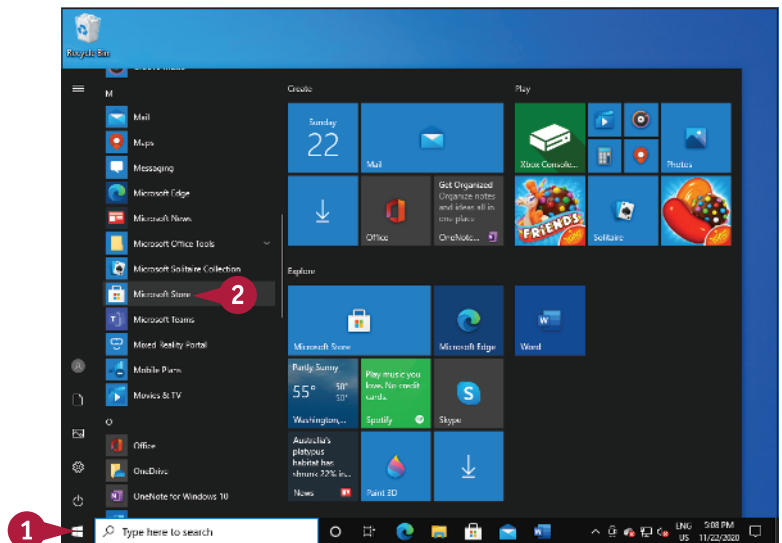
Install and Set Up iTunes on Windows

- 1 Click **Start** (■).

The Start menu opens.

- 2 Click **Microsoft Store** (■).

Note: You can also download iTunes from the Apple website, <https://www.apple.com/itunes/>.



The Microsoft Store app opens.

- 3 Click **Search** (Q).

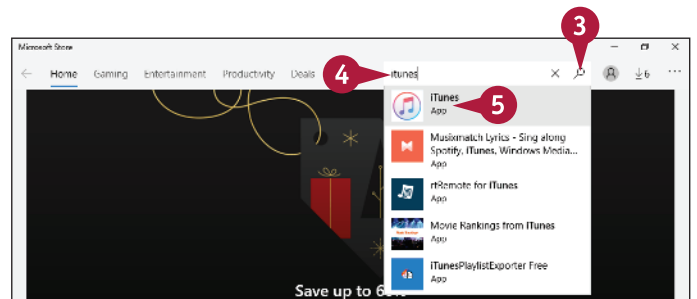
The Search pane opens.

- 4 Type **itunes**.

A list of matching results appears.

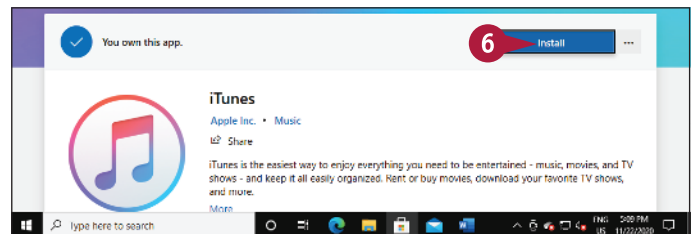
- 5 Click **iTunes** (■).

The iTunes screen appears.



- 6 Click **Install**.

Note: If the Use Across Your Devices dialog opens, prompting you to sign in with Microsoft and be able to use iTunes on any compatible device, click **Sign In** if you want to do so. Otherwise, click **No Thanks**.



The Microsoft Store app downloads and installs iTunes.

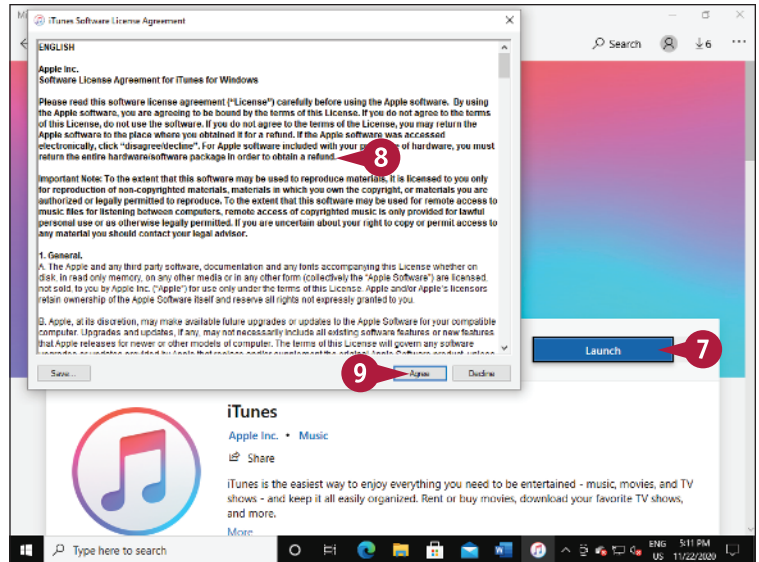
7 Click **Launch**.

Windows launches iTunes.

On first run, the iTunes Software License Agreement dialog opens.

8 Read the license agreement, or as much as you can bear.

9 Click **Agree** if you want to proceed.

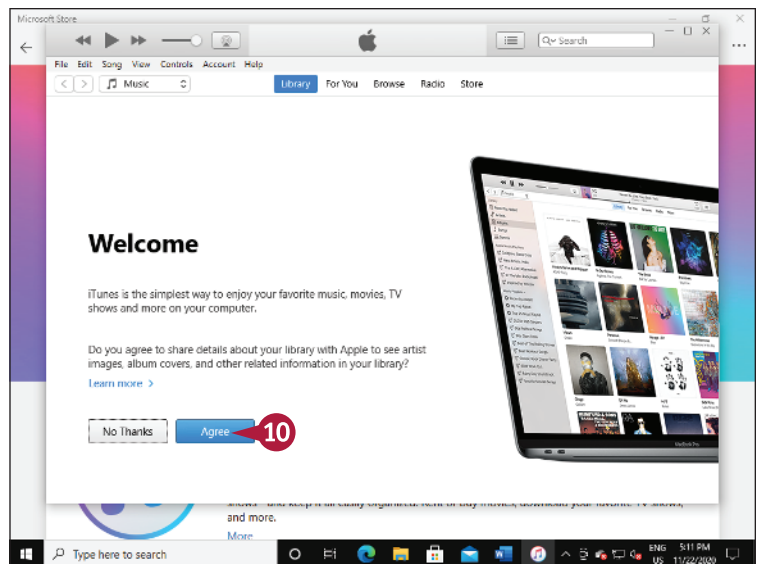


iTunes opens.

Also on first run, the Welcome screen appears, asking if you agree to share details about your library with Apple in order to get artist images, album covers, and other information.

10 Click **Agree** or **No Thanks**, as appropriate.

iTunes opens.



TIP

Can I use other apps to manage my iPhone on my Windows PC?

Yes — various third-party apps are available for managing iPhones, iPads, and the iPod touch on Windows PCs. Some are free apps; others are pay apps.

As a starting point, you might try the iMazing app from www.imazing.com. This app has extensive features for backing up, restoring, and managing iPhones and other devices. Begin with the trial version, which enables you to test the app for free.

Set Up and Activate Your iPhone

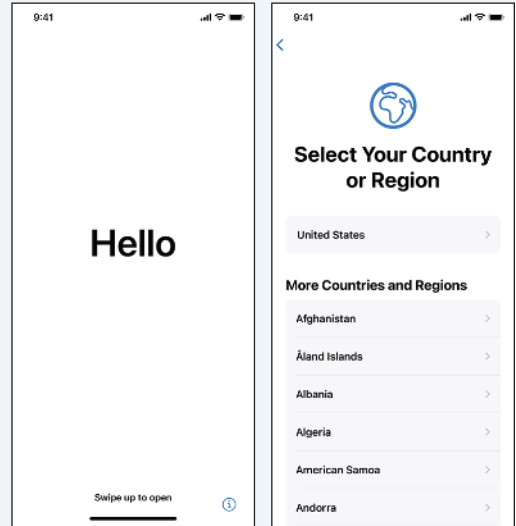
Before you can use your iPhone, you must set it up and activate it. First, you choose your language and specify your country or region. You can then either use the Quick Start feature, if you have an iPhone or iPad running iOS 11 or a later version, or continue setup manually. Assuming you continue manually, you connect the iPhone to the Internet through either a Wi-Fi network or the cellular network, choose whether to use Touch ID fingerprint unlocking, and choose a passcode.

Power On Your iPhone

First, power on your iPhone by pressing and holding **Side** — the button on the right side of the iPhone — until the Apple logo appears on-screen. The Hello screen then appears.

Swipe up from the bottom of the screen to start setup. The Language screen appears. Tap the language you want to use, such as **English**.

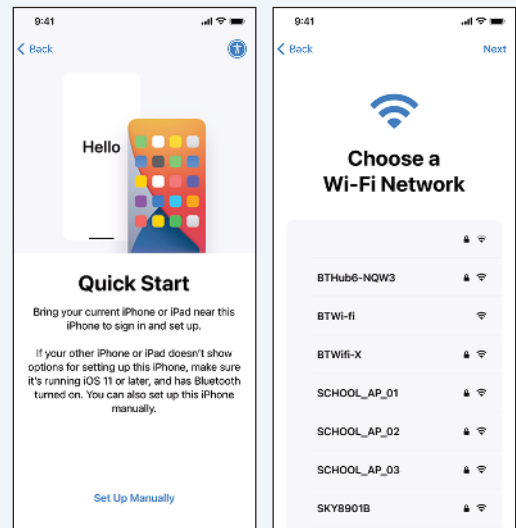
On the Select Your Country or Region screen that appears, tap your country or region.



Choose Quick Start or Manual Setup, and Connect to Wi-Fi

The Quick Start feature lets you set up your iPhone more quickly by sharing settings from an existing iPhone, iPad, or iPod touch running iOS 11 or a later version. If you have such a device, bring it close to the new iPhone and follow the prompts. If not, tap **Set Up Manually**.

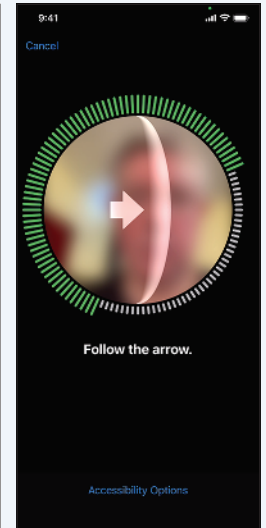
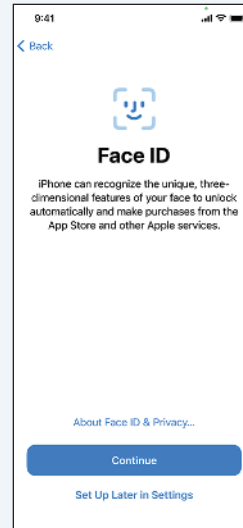
On the Choose a Wi-Fi Network screen, tap the wireless network you want to use; if the Wi-Fi network's name does not appear because the network does not broadcast its name, tap **Choose Another Network**, and then type the network's details. Enter the network password when prompted, and then tap **Join**.



Set Up Face ID

On the Face ID screen, tap **Continue** if you want to set up Face ID now, which is usually the most convenient unlock method; if not, tap **Set Up Later in Settings**. Assuming you proceed, Face ID then walks you through the process of scanning your face twice, either by rotating your head or by moving the iPhone around. If you have difficulty completing Face ID, you can tap **Accessibility Options** at the bottom of the screen and then tap **Use Partial Circle**.

When Face ID is set up, tap **Continue**.

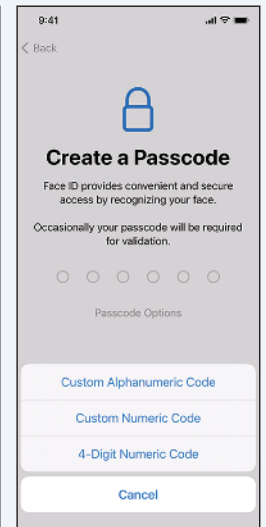
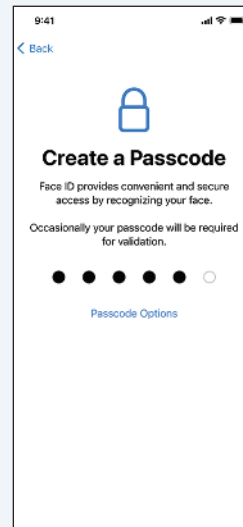


Create a Passcode

After setting up Face ID, you create a passcode for unlocking your iPhone when Face ID does not work or when iOS requires extra security, such as when the iPhone has restarted. On the Create a Passcode screen, tap the keypad to enter a six-digit numeric passcode, and then reenter the same passcode when prompted.

If you want to create a different type of passcode, tap **Passcode Options**. In the Passcode Options dialog, tap **Custom Alphanumeric Code**, **Custom Numeric Code**, or **4-Digit Numeric Code**, as needed. A long custom alphanumeric code is most secure; a long custom numeric code can be highly secure; and a four-digit numeric code is inadvisable.

If you enter an easily guessed passcode, such as *111111* or *abcdef*, iOS warns you and suggests you enter a stronger passcode. Tap **Use Anyway** or **Change Passcode**, as needed.



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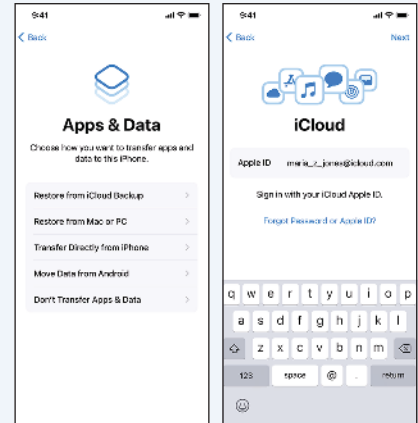
Set Up and Activate Your iPhone (continued)

After setting up Face ID and choosing a passcode, you choose how to complete setting up the iPhone. If you have not used an iOS device before, you can set up the iPhone as a new iPhone. If you have used an iOS device, you can restore an iCloud backup or an iTunes backup of that device to the iPhone. If you have been using an Android device, you can use the Move to iOS app to move data to the iPhone.

Choose How to Set Up Your iPhone

On the Apps & Data screen, you choose between five ways of setting up your iPhone:

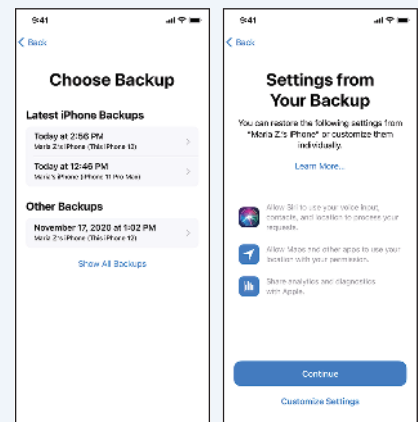
- Tap **Restore from iCloud Backup** if you have a backup of your previous iPhone or another iOS device stored in iCloud. Sign in on the iCloud screen that appears, and then continue with the instructions in the next subsection on this page.
- Tap **Restore from Mac or PC** if you have a backup of your previous iPhone or other iOS device on your computer. See the section “Set Up Your iPhone Using Finder or iTunes,” later in this chapter, for further details.
- Tap **Transfer Directly from iPhone** if you are upgrading iPhones and have your old iPhone at hand. The Quick Start screen appears, and you can connect the iPhones wirelessly by bringing them close together.
- Tap **Move Data from Android** if you are switching from an Android phone or tablet to the iPhone and you want to transfer data from your old device. You will need to install the Move to iOS app on your Android device. You then run the app, connect the iPhone and Android device by using a pairing code, and choose which data to transfer.
- Tap **Don't Transfer Apps & Data** if you want to set up your iPhone from scratch. Follow the prompts to set up the iPhone manually; see the later subsection, “Set Up Your iPhone Manually,” for highlights.



Set Up Your iPhone from an iCloud Backup

Follow the prompts to sign in to iCloud; if you have two-factor authentication enabled, iCloud sends a verification code to your registered device to enable you to authenticate yourself to your new iPhone. On the Terms and Conditions screen, tap **Agree** if you want to proceed.

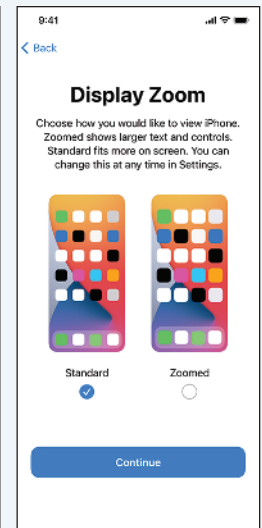
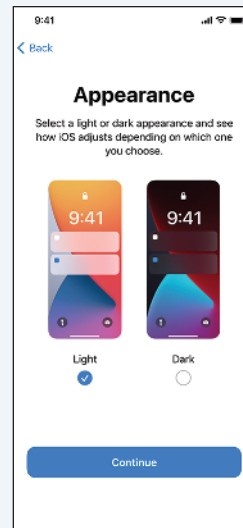
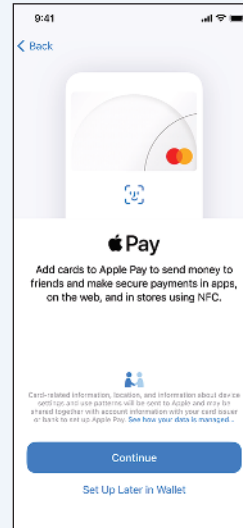
On the Choose Backup screen, tap the backup you want to use. Then, on the Settings from Your Backup screen, review the settings that you can restore or customize, and tap **Continue** or **Customize Settings**, as appropriate.



Set Up Your iPhone Manually

When you choose to set up your iPhone manually, iOS walks you through a long sequence of configuration screens that enable you to customize how the operating system looks and behaves. The following list explains the key items you configure:

- Apple Pay.** You can set up Apple's payment system on your iPhone, enabling yourself to make electronic transactions easily, including sending payments to your contacts via the Messages app. If you prefer to set up Apple Pay later, tap **Set Up Later in Wallet**.
- Siri.** You can set up Apple's voice-driven virtual assistant on your iPhone. Siri enables you to give various commands, such as sending an e-mail message or a text message and asking for a wide variety of information — for example, getting directions in the Maps app or looking up information on Wolfram|Alpha or on the web. If you prefer not to set up Siri now, tap **Set Up Later in Settings**.
- Appearance.** iOS gives you the choice between a Light appearance and a Dark appearance. During setup, you choose an appearance on the Appearance screen. The appearance you choose controls the way much of the iOS interface appears. Tap **Light** (○ changes to ●) or **Dark** (○ changes to ●) to see which you prefer, and then tap **Continue**. You can subsequently change appearance by tapping **Settings** (⚙️) on the Home screen, tapping **Display & Brightness** (AA), and then working on the Display & Brightness screen. Here, you can also set the **Automatic** switch to On (🟢) and specify the schedule — either **Sunset to Sunrise** or **Custom Schedule** — on which you want iOS to switch appearances automatically.
- Display Zoom.** iOS offers two views, Standard View and Zoomed View. During setup, you choose a view on the Display Zoom screen. Tap **Standard** (○ changes to ●) or **Zoomed** (○ changes to ●) to compare the two views, and tap **Continue** once you have made your choice. You can subsequently change views by tapping **Settings** (⚙️) on the Home screen, tapping **Display & Brightness** (AA), tapping **View** on the Display & Brightness screen, and using the controls on the Display Zoom screen.



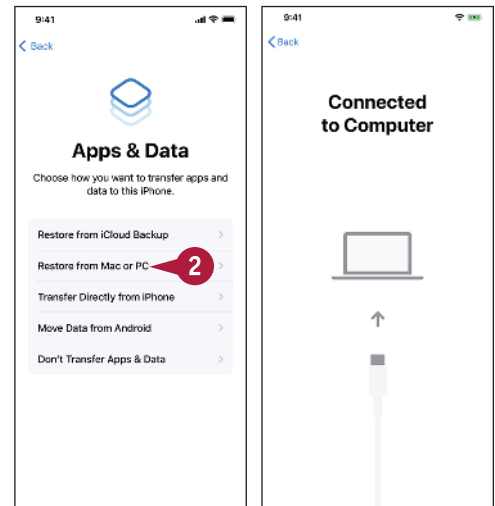
Set Up Your iPhone Using Finder or iTunes

If you want to manage your iPhone from your Mac, you can set it up using Finder on macOS Big Sur or macOS Catalina or using iTunes on an earlier version of macOS. If you want to manage your iPhone from your Windows PC, you can set it up using iTunes. You can either restore a backup to the device or set up the iPhone from scratch using Finder or iTunes. This example shows macOS Big Sur.

When setting up your iPhone for the first time, you can restore it from a 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 Using Finder or iTunes

- 1 Begin setup as explained in the previous section, “Set Up and Activate Your iPhone.”
- 2 On the Apps & Data screen, tap **Restore from Mac or PC**.
The Connect to Computer screen appears.
- 3 Connect your iPhone to your computer via the USB cable.
The Connected to Computer screen appears on your iPhone.

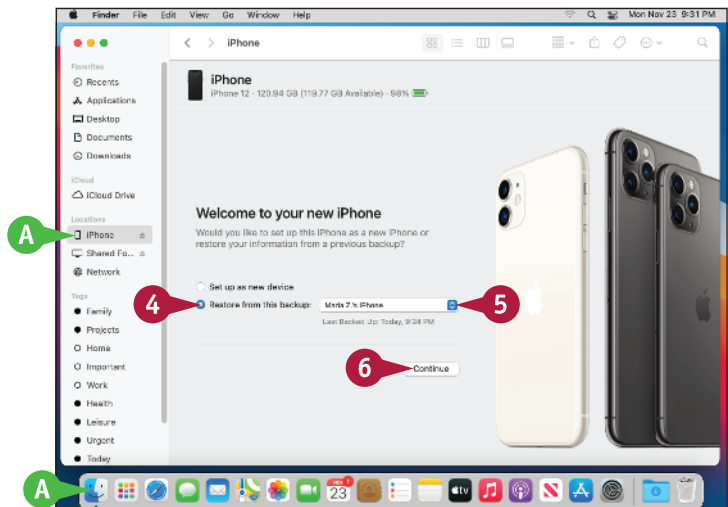


- A On macOS Big Sur or macOS Catalina, click **Finder** (🔍) on the Dock to open a Finder window if one does not open automatically showing the iPhone’s management screens, and then click the iPhone.

On your computer, a Finder window opens or 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 Click the pop-up menu button (▾) and select the appropriate iPhone from the menu.
- 6 Click **Continue**.

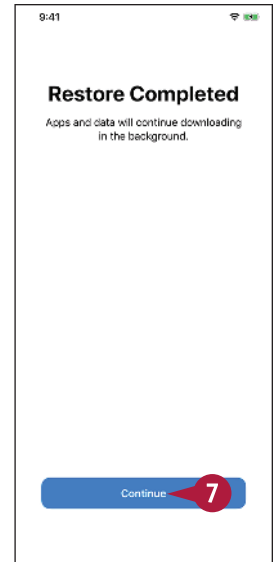


iTunes restores your iPhone from the backup.

When the restore is complete, your iPhone restarts.

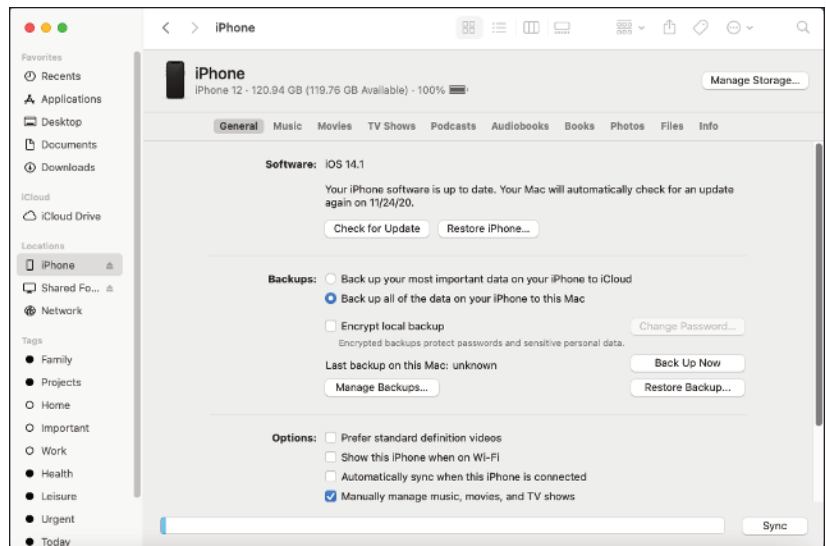
The Restore Completed screen appears on the iPhone.

7 Tap **Continue**.



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

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



TIP

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

On the Apps & Data screen, tap **Restore from Mac or PC**, and then connect your iPhone to your computer via the USB cable. When the Welcome to Your New iPhone screen appears in Finder or iTunes on your computer, click **Set up as new iPhone** (○ changes to ●). Click **Continue**. On the Sync screen that appears, click **Get Started**. The iPhone's management screens appear, and you can set up synchronization as described in the next section, "Choose Which Items to Sync from Your Computer."

Choose Which Items to Sync from Your Computer

After specifying that you will use Finder or iTunes to sync your iPhone, as explained in the previous section, “Set Up Your iPhone Using Finder or iTunes,” you use the iPhone’s control screens in Finder or iTunes to choose which items to sync. On the General tab in Finder or the Summary tab in iTunes, you can change your iPhone’s name, specify the backup location, and set general options for controlling syncing.

Choose Which Items to Sync from Your Computer

Connect Your iPhone and Choose Options on the General Tab or Summary Tab

1 Connect your iPhone to your computer via the USB cable.

A On macOS Big Sur or macOS Catalina, click **Finder** (🔍) on the Dock to open a Finder window if one does not open automatically showing the iPhone’s management screens, and then click the iPhone.

On macOS Big Sur or macOS Catalina, a Finder window opens. On earlier macOS versions or on Windows, the iTunes window appears.

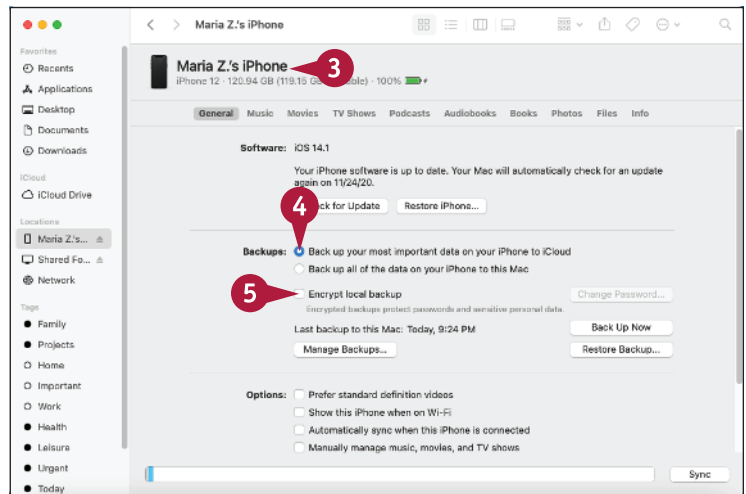
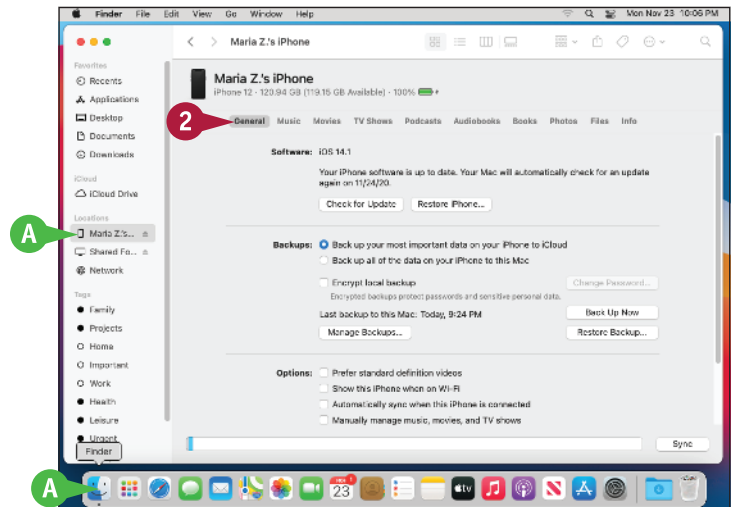
Note: If your iPhone’s control screens do not automatically appear in iTunes, click **iPhone** (📱) on the navigation bar at the top of the screen.

2 On macOS Big Sur or macOS Catalina, click **General**; on earlier macOS or Windows, click **Summary** in the sidebar on the left.

3 To change the iPhone’s name, click the existing name, type the new name, and press **Return** or **Enter**.

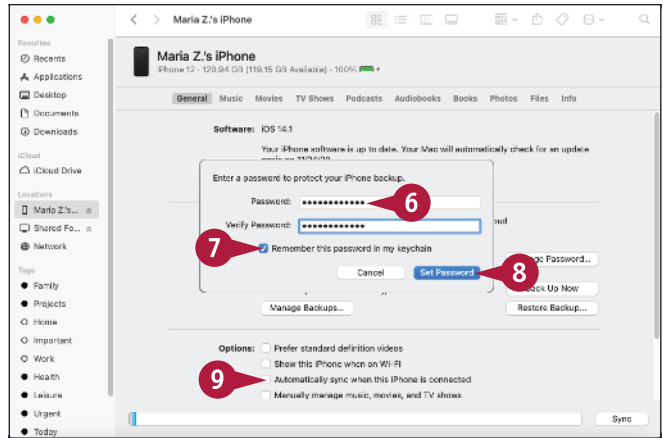
4 Click a radio button (○ changes to ●) to specify where to back up your iPhone.

5 If you choose to back up to this computer, click **Encrypt local backup** or **Encrypt iPhone backup** (☐ changes to ☑).



A dialog opens for setting a password.

- 6 Type a password in the Password box and again in the Verify Password box.
- 7 On a Mac, click **Remember this password in my keychain** (☐ changes to ☒) if you want to save the password in your keychain.
- 8 Click **Set Password** to close the dialog.
- 9 Click **Automatically sync when this iPhone is connected** (☐ changes to ☒) if you want to sync your iPhone automatically when you connect it.
- 10 Click **Manually manage music, movies, and TV shows** (☐ changes to ☒) if you want to load these items on your iPhone manually rather than using the automated features in Finder or iTunes.
- 11 Click **Convert higher bit rate songs to** (☐ changes to ☒) if you want to compress larger songs to fit more on your iPhone. In the pop-up menu, choose the bit rate and encoding type, such as **128 Kbps AAC**.



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; doing so enables you to store and restore your passwords. 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.

Backing up your iPhone to iCloud enables you to access the backups from anywhere via the Internet and to take advantage of Apple's reliable storage, but make sure your iCloud account has enough storage to contain the backups. An iCloud backup stores less information than an iTunes backup.

continued ►

Choose Which Items to Sync from Your Computer (continued)

Backing up your iPhone to your computer is convenient but takes up space. You may want to delete old backups manually to reclaim space.

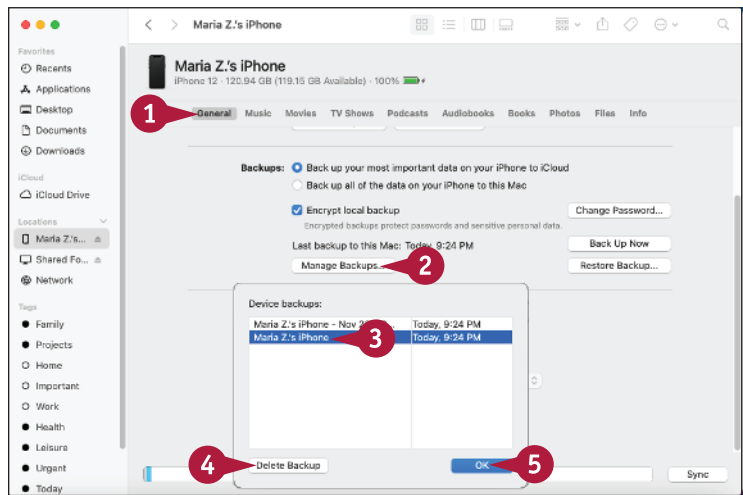
You can easily choose which items to sync to your iPhone. By selecting the iPhone in the sidebar in Finder on macOS Big Sur or macOS Catalina and clicking the appropriate tab or by selecting the iPhone on the navigation bar in iTunes and then clicking the appropriate item in the Settings area of the Source list, you can specify which music, movies, books, and other items to sync from your computer.

Choose Which Items to Sync from Your Computer (continued)

Manage Your iPhone Backups

- 1 Click **General** on macOS Big Sur or macOS Catalina or **Summary** on earlier macOS versions or on Windows.
- 2 Click **Manage Backups**.
- 3 Click the backup you want to delete.
- 4 Click **Delete Backup**.
- 5 Click **OK**.

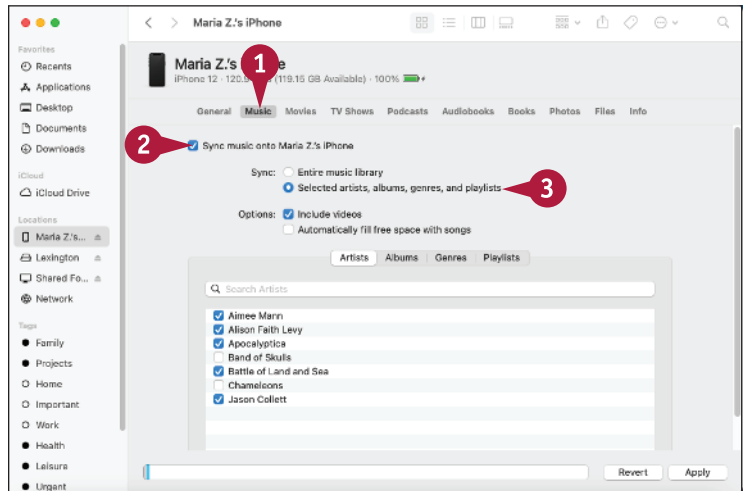
The dialog closes.



Choose Which Content to Sync

Note: This section uses the Music category to illustrate choosing content to sync. The controls in most of the other categories — such as Movies, TV Shows, and Podcasts — work in the same way, although the specific controls vary.

- 1 Click the category or tab, such as **Music**.
The contents of the category or tab appear.
- 2 Click **Sync music** (☐ changes to ☒).
The remaining controls become enabled.
- 3 To load a selection of music, click **Selected artists, albums, genres, and playlists** (☐ changes to ☒) instead of **Entire music library**.



- 4 Click **Include videos** (☐ changes to ☒) if you want to include music videos.
- 5 Click **Automatically fill free space with songs** (☐ changes to ☒) only if you want to put as much music as possible on your iPhone.

Note: Filling free space with songs may limit your ability to shoot photos or videos.

- 6 Click **Artists, Albums, Genres, or Playlists**.

That type of content appears.

- 7 Click the check box (☐ changes to ☒) for each artist, album, genre, or playlist to include.

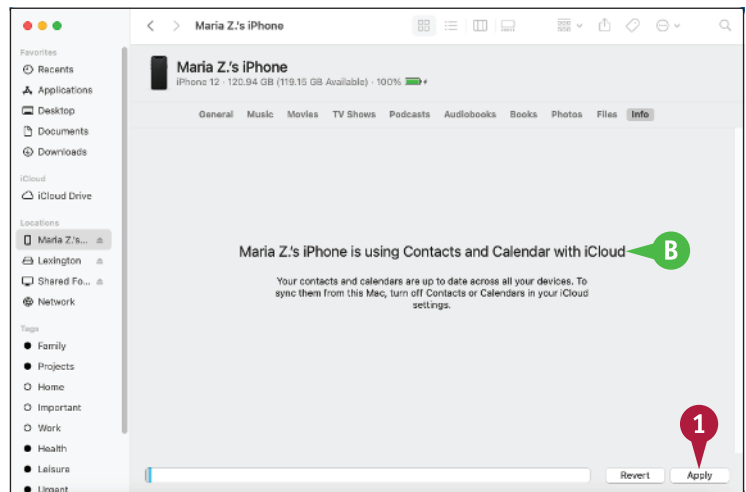
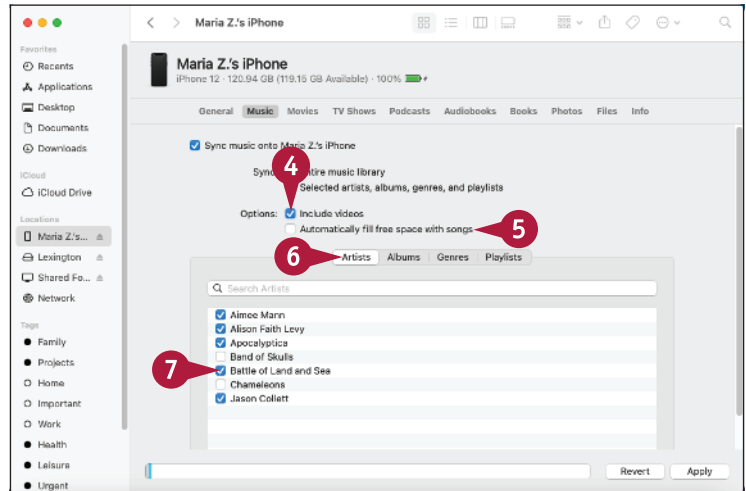
Apply Your Changes and Sync

- B If a content category is being synced via iCloud, you cannot sync it via Finder or iTunes. To turn off iCloud sync, tap **Settings** (ⓘ) on the iPhone's Home screen; tap **Apple ID**, the button bearing your name; tap **iCloud** (☁); and then use the controls in the Apps Using iCloud list.

- 1 Click **Apply** or **Sync**, depending on which button appears.

iTunes syncs the items to your iPhone.

- 2 When the sync finishes, disconnect your iPhone.



TIP

How can I fit more content on my iPhone?

You cannot install a memory card to increase your iPhone's storage capacity, but you can use the iPhone Storage feature to remove items you do not need.

Tap **Settings** (ⓘ) on the Home screen to display the Settings screen, and then tap **General** (ⓘ). On the General screen, tap **iPhone Storage** to display the iPhone Storage screen. You can then follow suggestions in the Recommendations box, such as tapping **Enable** for Optimize Photos or for Offload Unused Apps; or you can tap buttons in the lower section to see which apps and files are consuming the most space.

Explore the Interface and Launch Apps

After you set up your iPhone with iCloud or iTunes, you are ready to start using the device. When you 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 swiping up from the bottom of the screen. You can then launch another app as needed.

Explore the Interface and Launch Apps

- 1 Tap the screen.

Note: You can also press **Side** to wake the iPhone.

The iPhone's screen lights up.

The lock screen appears.

- 2 Raise the iPhone, pointing the screen at your face.

Face ID scans your face and attempts to match it to the stored data. If it succeeds, the iPhone unlocks; if it fails, the iPhone prompts you to enter your passcode.

Note: If the iPhone prompts you to enter your passcode, do so.

- A The iPhone unlocks.

- 3 Swipe up from the bottom of the screen with one finger.

The Home screen appears.

- B The iPhone has two or more Home screen pages. The gray dots at the bottom of the Home screen show how many Home screen pages you have. The white dot indicates the current Home screen page.

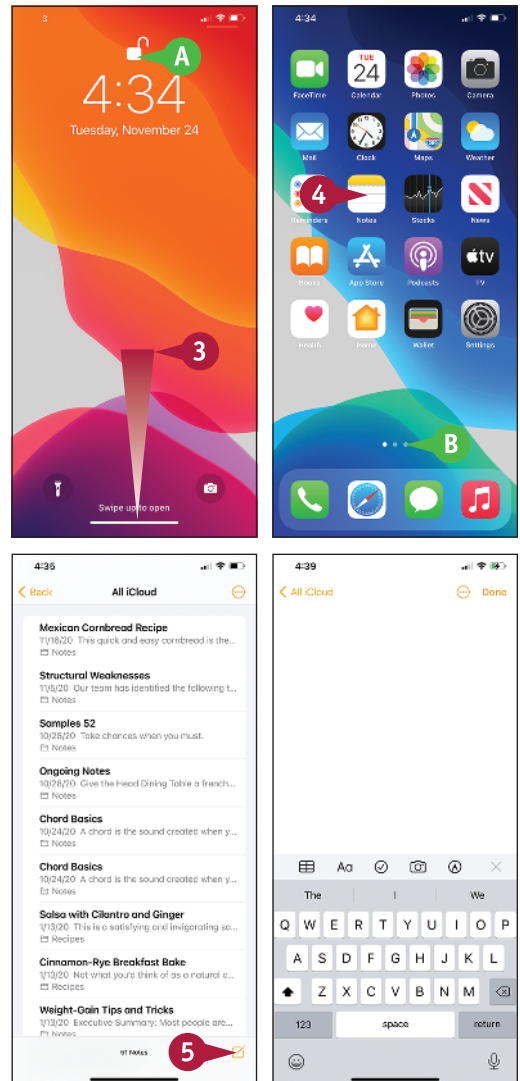
- 4 Tap **Notes** (📝).

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.

- 5 Tap **New** (✍️).

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



- 6 Type a short note by tapping the keys.
- c If the middle button in the suggestion bar shows the word you want, tap **Spacebar** to accept it. If one of the other buttons shows the right word, tap that button.
- 7 Tap **Done**.
The on-screen keyboard closes.
- 8 Tap (<). This button shows the name of the folder, such as All iCloud.
- D The Notes list appears, with your note in it.
- 9 Swipe up from the bottom of the screen.

The Home screen appears again.

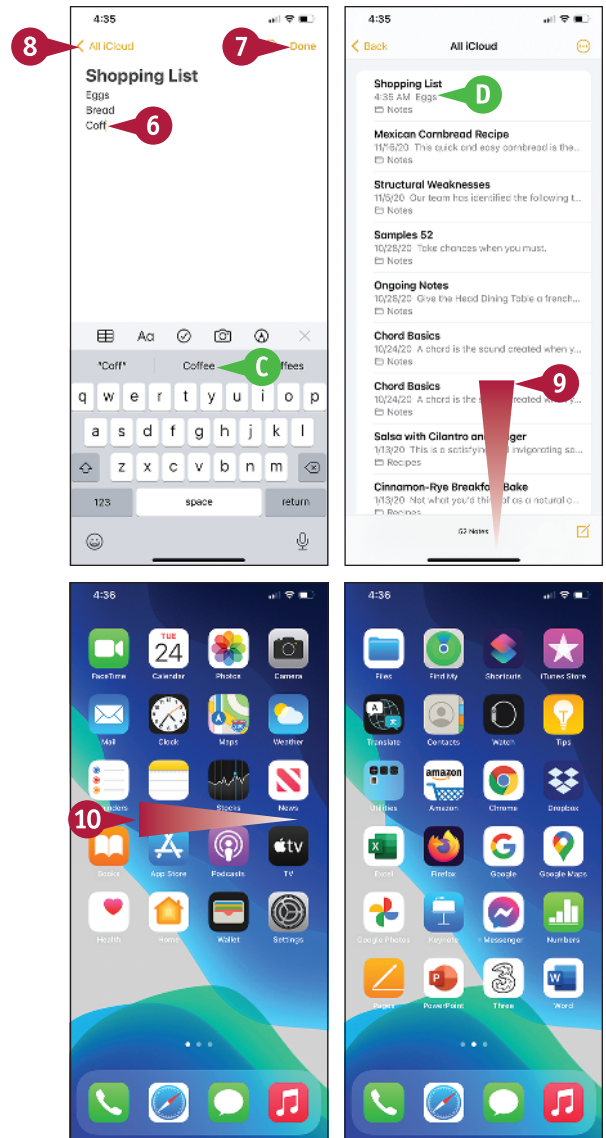
- 10 Swipe left to display the second Home screen page.

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.

- 11 Press **Side**.

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 on Apple's App Store. Some apps are completely free, whereas other free-to-download apps have "in-app purchases" that make you pay for premium features. Other apps are ones you must pay for, either as a single payment or as a subscription payment. See Chapter 7 for instructions on finding and downloading the apps you need.

Using Cover Sheet and Today View

Your iPhone handles many different types of alerts, such as missed phone calls, text messages, and invitations to events such as meetings. Your iPhone integrates these alerts into Cover Sheet so that you can review them easily.

The iPhone's Today View enables you to view snippets of important and helpful information, such as weather, calendar appointments, and stock updates. You can access Today View either via Cover Sheet or directly from the Home screen.

Using Cover Sheet and Today View

Open Cover Sheet and Deal with Notifications

- 1 Swipe down from the top of the screen.

Cover Sheet appears.

Note: See the section “Choose Which Apps Can Give Notifications” in Chapter 2 for instructions on customizing the notifications that appear on Cover Sheet.

- A You can tap **Clear** (✕) to clear all notifications in a category such as Notification Center.
- B You can tap **View** to view the notification in its app.
- C You can tap **Manage** to take other actions with the app that gave the notification.

- 3 Tap **Clear**.

The notification disappears from Cover Sheet.

- 4 Tap and hold a notification.

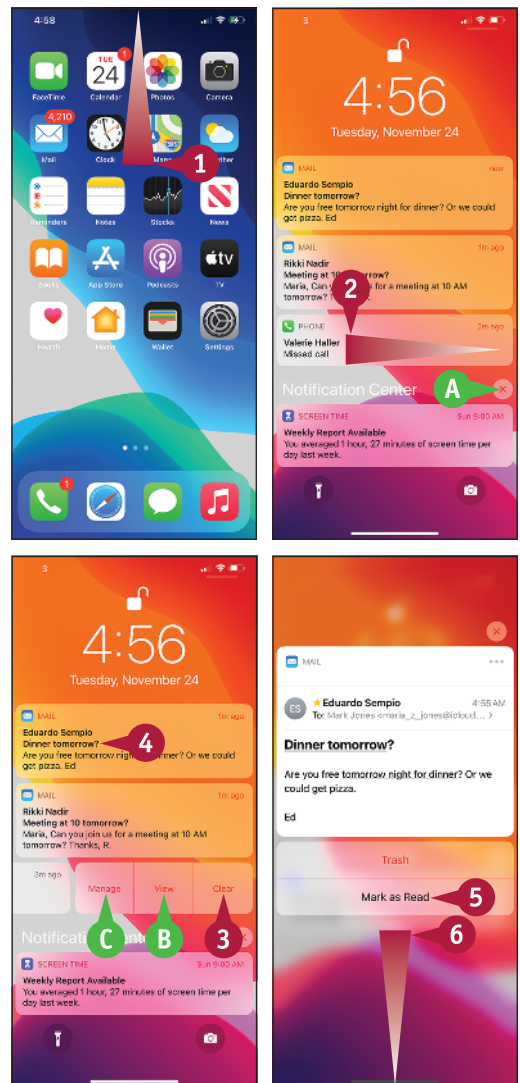
The pop-up panel opens, together with action buttons.

- 5 Tap the action you want to take. For example, for an e-mail message, tap **Mark as Read** to mark the message as read.

Note: To go to the app that raised a notification, tap the notification.

- 6 When you finish working on Cover Sheet, swipe up from the bottom of the screen.

The Home screen appears.



Open Today View

- 1 On the first Home screen page, swipe right.

Note: If the Home screen page that appears is not the first page, swipe up to display the first page. You can also swipe right one or more times, as needed.

Today View appears.

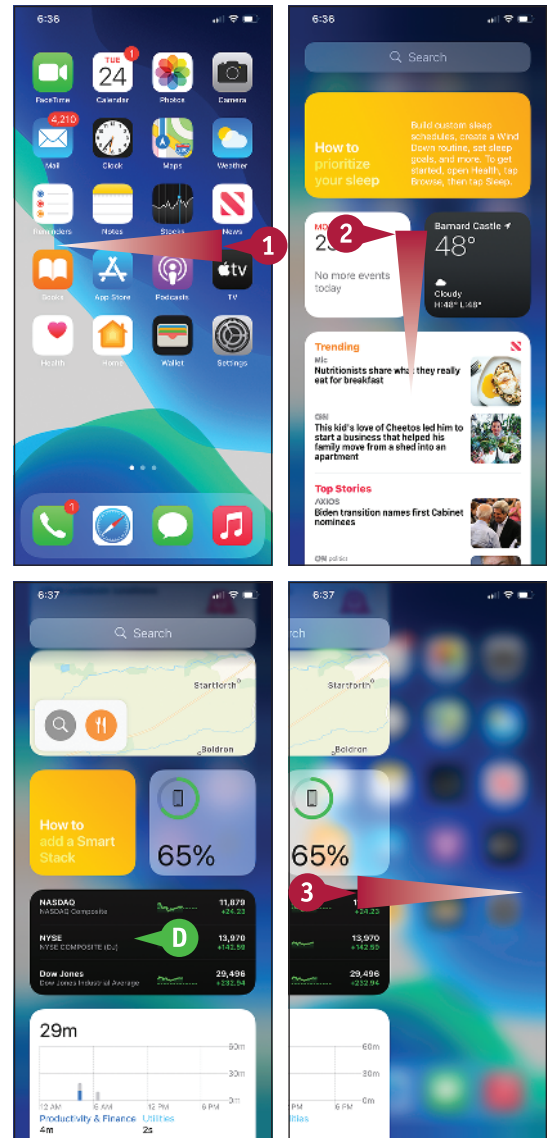
Note: You can customize the selection of widgets in Today View. See the section “Customize Today View” in Chapter 2 for details.

- 2 Swipe up.

Other items appear.

- D You can tap a widget to go straight to the related app.
- 3 Swipe left.

The Home screen appears.



TIP

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

This 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.

Using Control Center

Control Center puts your iPhone's most essential controls at your fingertips. 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 and video output to AirPlay devices; change the setting for the AirDrop sharing feature; and quickly access the Flashlight, Clock, Calculator, and Camera apps.

Using Control Center

Open Control Center

- 1 Swipe down from the upper-right corner of the screen.
Control Center opens.
- A You can drag the **Brightness** slider to control screen brightness. Tap and hold the **Brightness** slider to display a larger slider and the icons for toggling Night Shift (🌙), Dark Mode (🌑), and True Tone (🔊).
- B You can drag the **Volume** slider to control audio volume.

Control Essential Settings

- 1 Tap **Airplane Mode** (✈️ or 🛫) to turn Airplane Mode on (🛫) or off (✈️).
- 2 Tap **Wi-Fi** (📶 or 📶) to turn Wi-Fi on (📶) or off (📶).
- 3 Tap **Cellular Data** (📶 or 📶) to turn Cellular Data on (📶) or off (📶).
- 4 Tap **Bluetooth** (📶 or 📶) to turn Bluetooth on (📶) or off (📶).
- 5 Tap **Do Not Disturb** (🌙 or 🌙) to turn Do Not Disturb Mode on (🌙) or off (🌙).
- 6 Tap **Orientation Lock** (🔒 or 🔒) to turn Orientation Lock on (🔒) or off (🔒).
- 7 Tap and hold the **Communications** box.
The Communications panel opens.
- 8 Tap **AirDrop** (📶) to change the AirDrop setting.
- 9 Tap **Personal Hotspot** (📶 or 📶) to turn Personal Hotspot on (📶) or off (📶).
- 10 Tap outside the Communications panel.
The Communications panel closes.

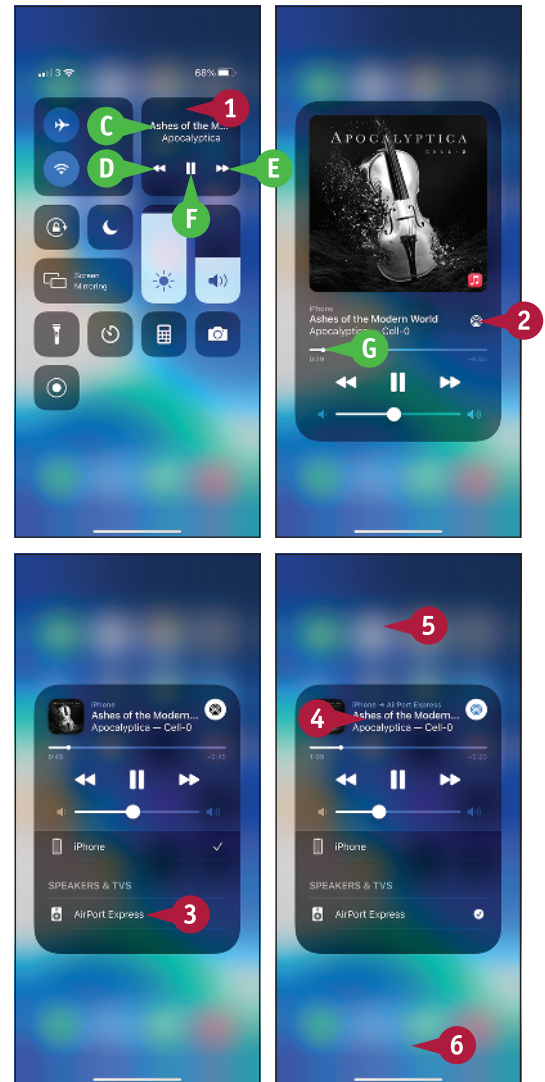


Choose an AirPlay Device for Audio

- C** Tap the song information to go to the song in the Music app.
- D** Tap **Previous** (⏮) to go back to the start of the song. Tap again to play the previous song.
- E** Tap **Next** (⏭) to play the next song.
- F** Tap **Pause** (⏸) to pause playback.
- 1** Tap and hold the Audio box.
The Audio panel opens.
- G** You can drag the playhead to move through the song.
- 2** Tap **AirPlay** (📶).

The list of AirPlay devices appears.

- 3** Tap the audio device to use for output.
The iPhone starts playing audio on that device.
- 4** Tap the song name.
The Now Playing On panel closes.
- 5** Tap the screen outside the Audio panel.
The Audio panel closes.
- 6** Tap at the bottom of the screen.
Control Center closes.



TIP

What are the buttons at the bottom of Control Center?

Tap **Flashlight** (🔦) to turn on the Flashlight. Tap and hold **Flashlight** (🔦) to display the Flashlight panel, which lets you choose among four brightnesses. Tap **Timer** (⌚) to display the Timer screen in the Clock app. Tap and hold **Timer** (⌚) to display the Timer panel, which enables you to set timers for preset times from 1 minute up to 2 hours. Tap **Calculator** (🧮) to display the Calculator app; tap and hold **Calculator** (🧮) to get the result of the last calculation. Tap **Camera** (📷) to display the Camera app. Tap and hold **Camera** (📷) to display the Camera panel, which contains commands such as **Take Selfie** and **Record Video**. Tap **Screen Recording** (📺) to start a screen recording.