

iPhone – Tips & Tricks

Monday, 11/10/25

Gail Weiss
gmweiss5@gmail.com

Agenda

- ▶ **iPhone Settings**
 - ▶ Searching Settings
 - ▶ Display & Brightness
 - ▶ Accessibility
- ▶ **Side Buttons**
 - ▶ Silencing Your Phone
 - ▶ Taking Screen Shots
- ▶ **Photos**
 - ▶ Searching for Photos
 - ▶ Adding a Caption to Photos

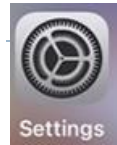
Agenda

- ▶ **Safari**
 - ▶ Bookmarks
 - ▶ Opening Additional Sites
 - ▶ Closing all Sites
- ▶ **Closing All Applications**
- ▶ **Logging into iCloud.com**
- ▶ **Email**
 - ▶ Setting Up An Email Account
 - ▶ Additional Icons for Attaching
- ▶ **Contacts**
 - ▶ Adding A Contact
 - ▶ Using Address for Navigation

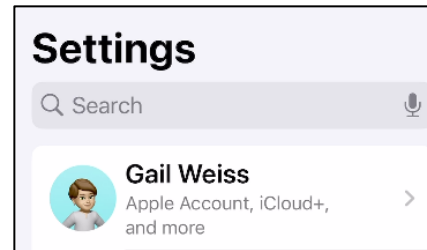
iPhone Settings

Searching Settings

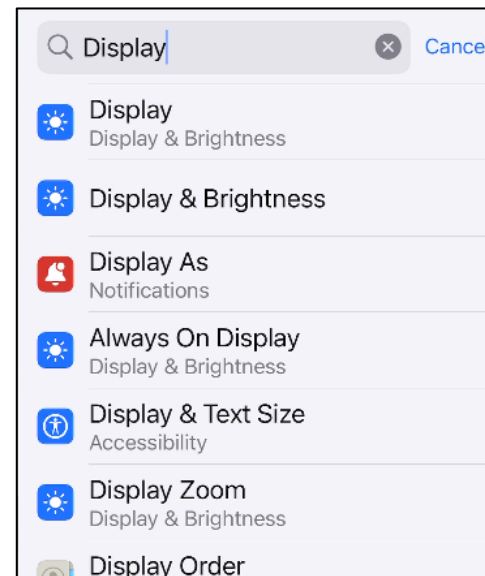
- ▶ Open Settings



- ▶ Click in Search Box

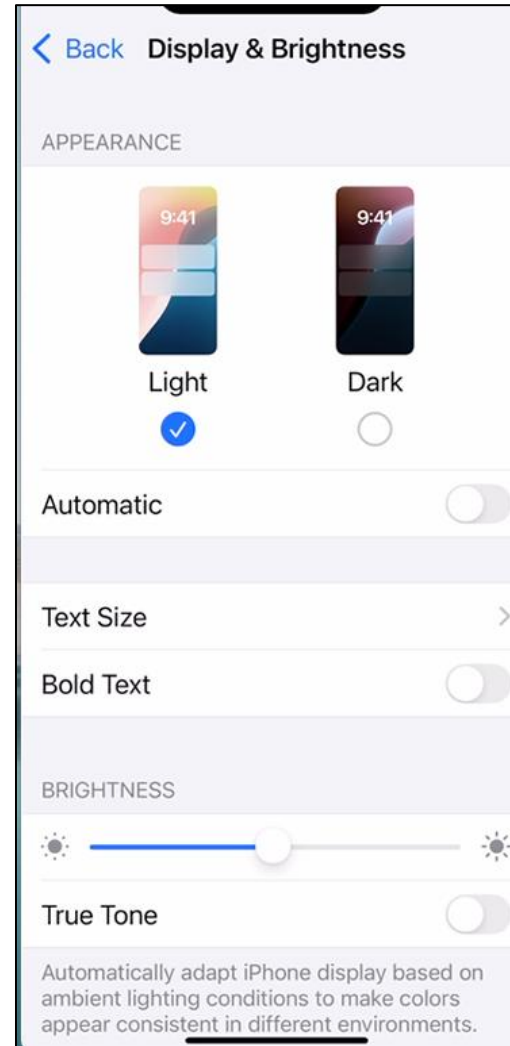


- ▶ Enter search criteria (or speak search criteria)



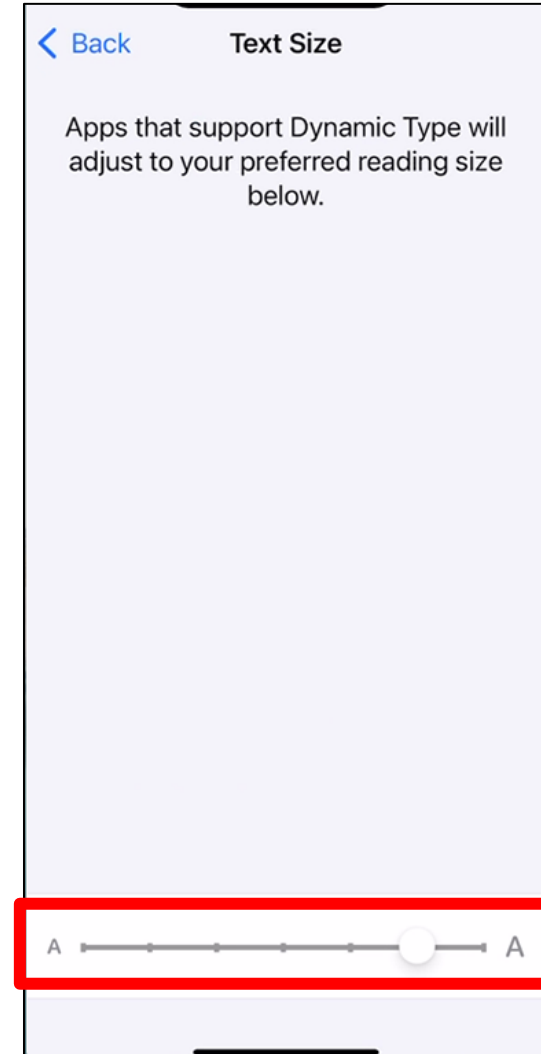
Settings – Display & Brightness

- ▶ Appearance – Light or Dark
- ▶ Brightness
- ▶ Text Size & Bold Text



Text Size

- ▶ Use the slider below to adjust text size

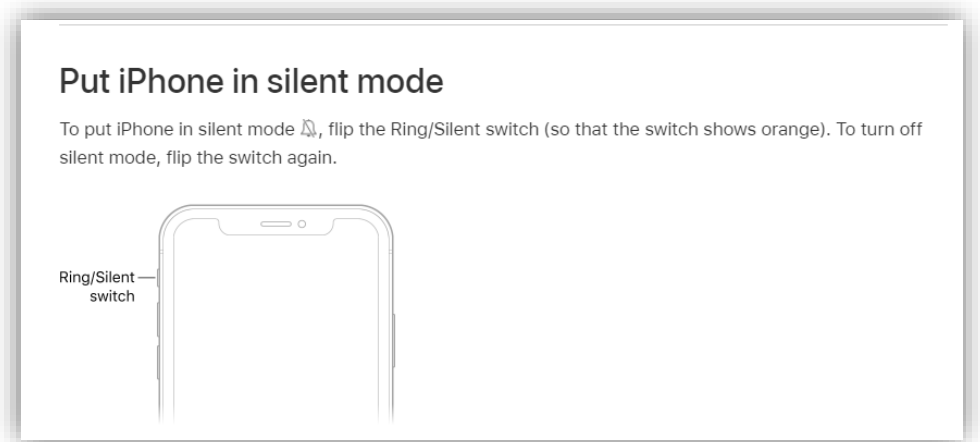




Side Buttons

Side Buttons - Silence Your Phone

- ▶ Volume Buttons
- ▶ Silent Mode



Photos – Taking a Screenshot

▶ Screen Shot


Take a screenshot

1. Do one of the following:

- *On an iPhone with Face ID:* Simultaneously press and then release the side button and volume up button.
- *On an iPhone with a Home button:* Simultaneously press and then release the Home button and the side button or Sleep/Wake button (depending on your model).

2. Tap the screenshot in the lower-left corner, then tap Done.

3. Choose Save to Photos, Save to Files, or Delete Screenshot.

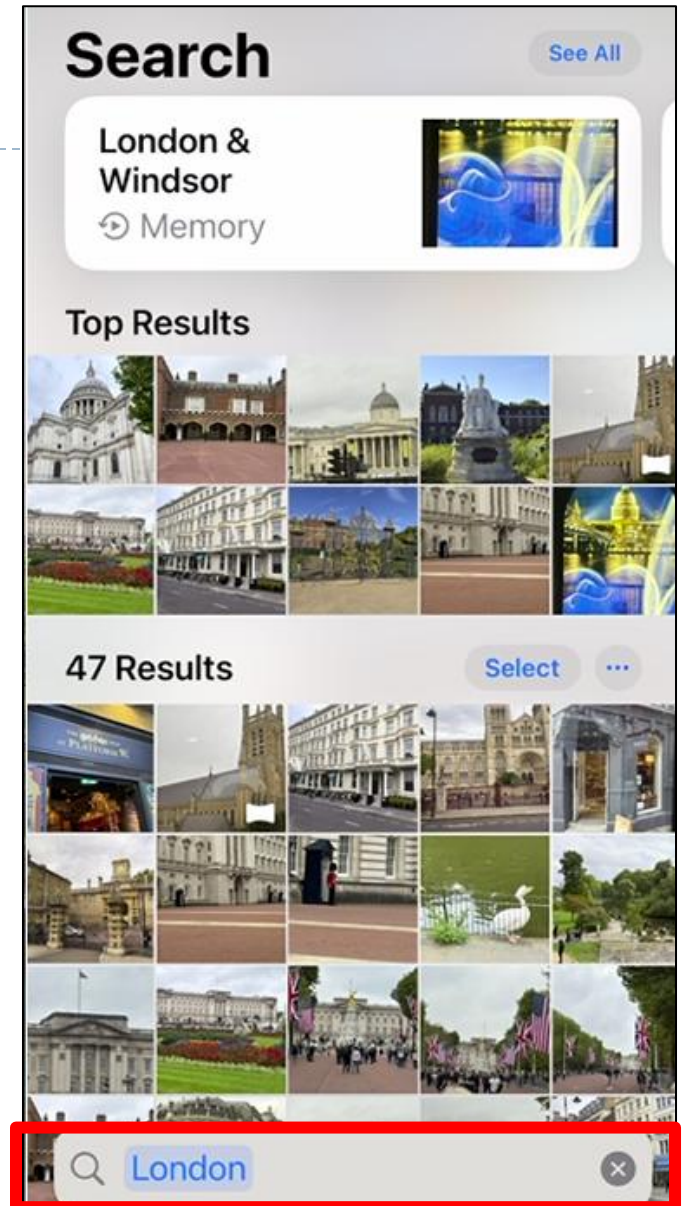
If you choose Save to Photos, you can view it in the Screenshots album in the Photos app, or in the All Photos album if iCloud Photos is turned on in Settings  > Photos.



Photos

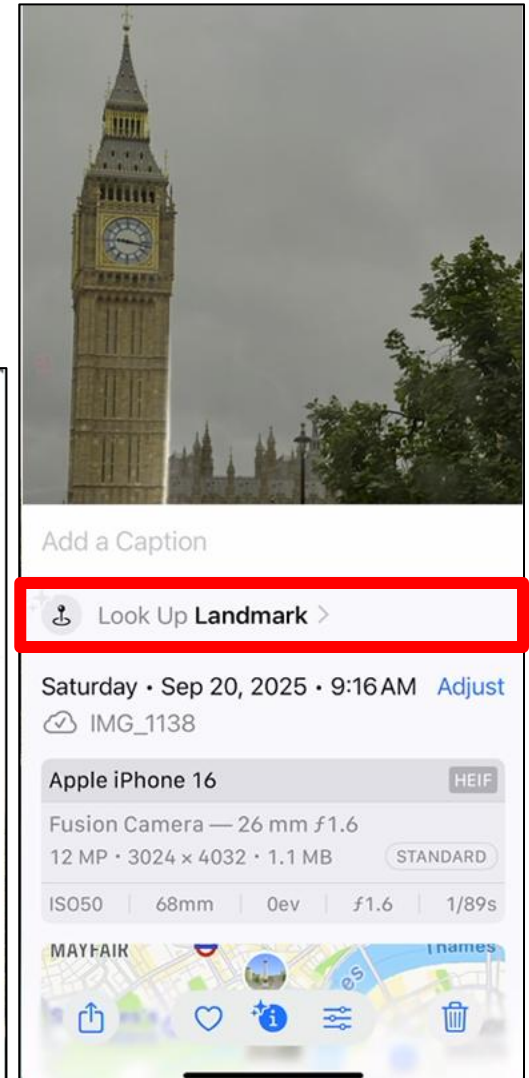
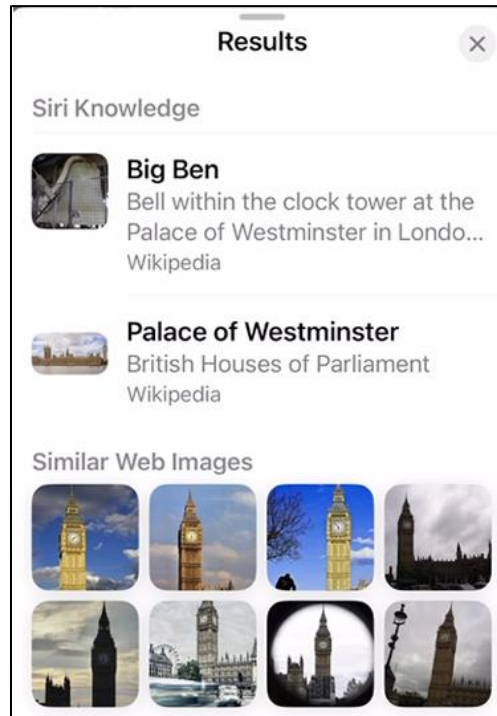
Photos - Searching

- ▶ Click the Magnifying Glass Icon
- ▶ Type a person's name, place or thing
- ▶ Pictures will appear matching the search criteria



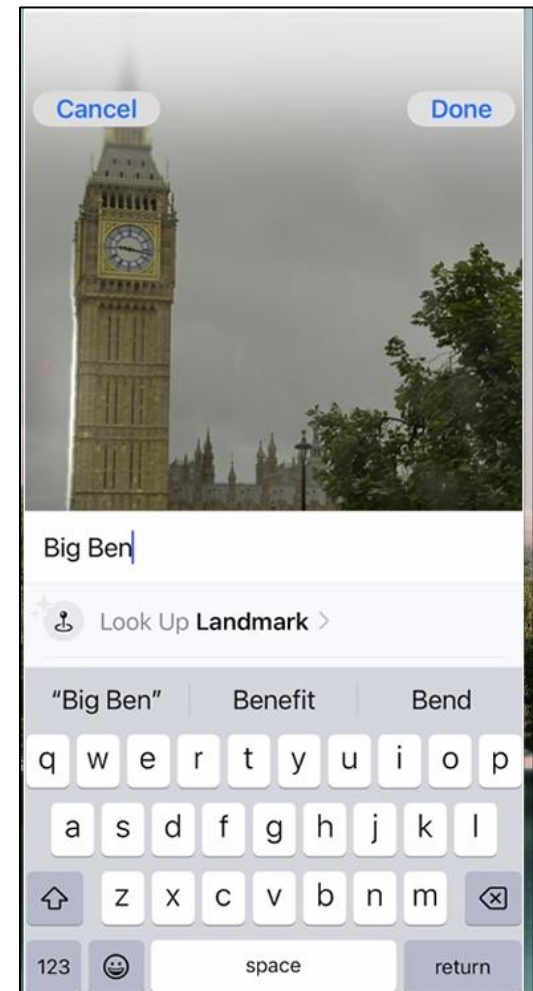
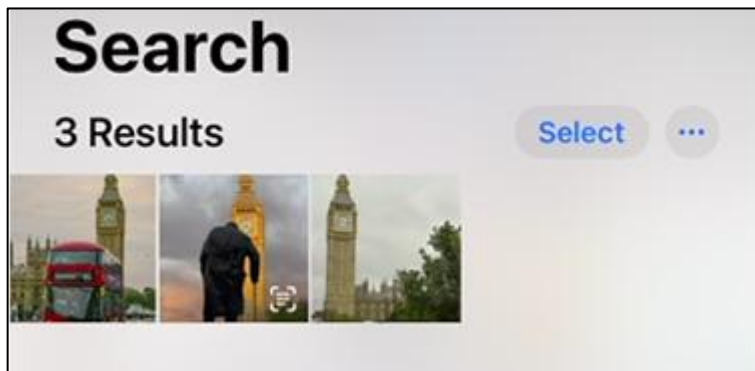
Photos - Adding a Caption

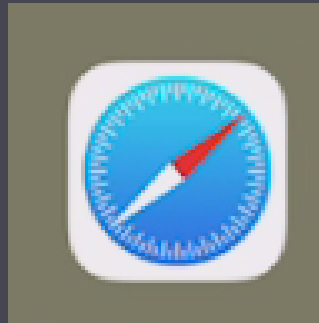
- ▶ Go to Photos
- ▶ Open any picture that you want to know more about
- ▶ Swipe up from that image
- ▶ Click Look Up Landmark for results
- ▶ Add Caption



Photos – Adding a Caption

- ▶ If you want to label a photo, click into **Add a Caption**
- ▶ Enter the text
- ▶ Click **Done**
- ▶ You can then search specifically for photo by using the caption

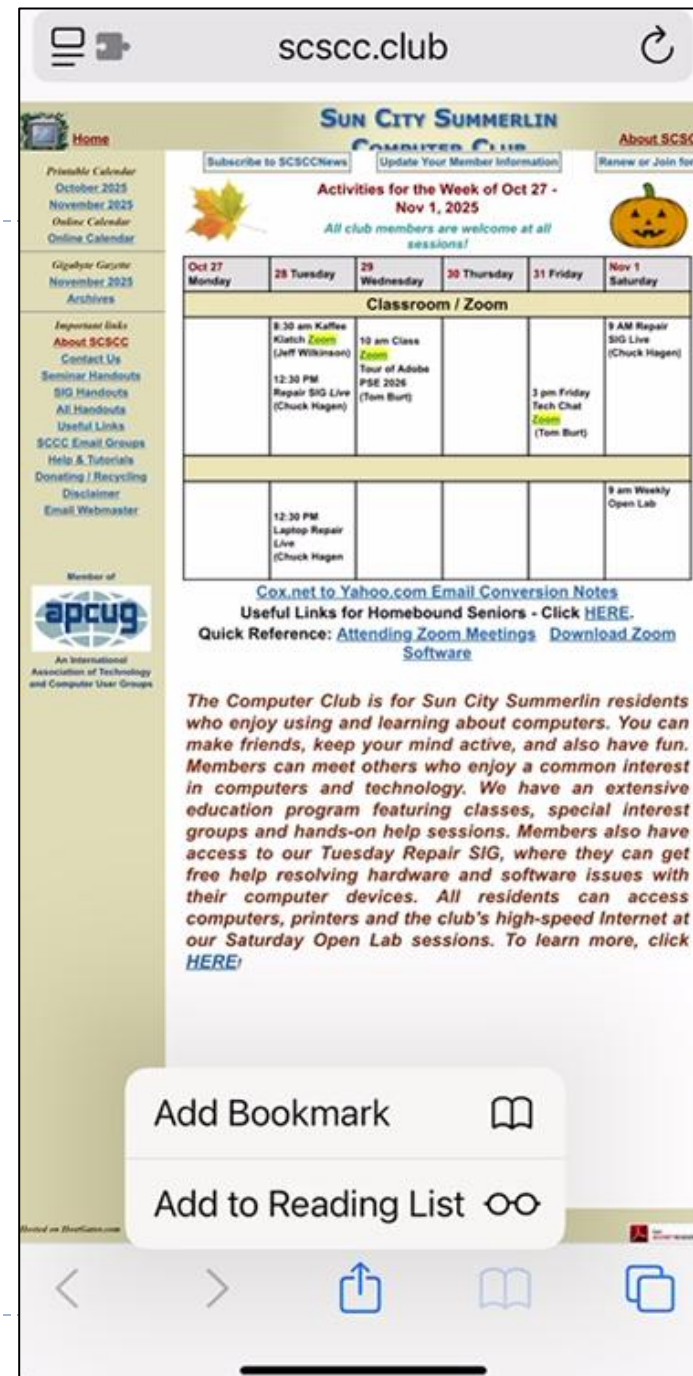




Safari

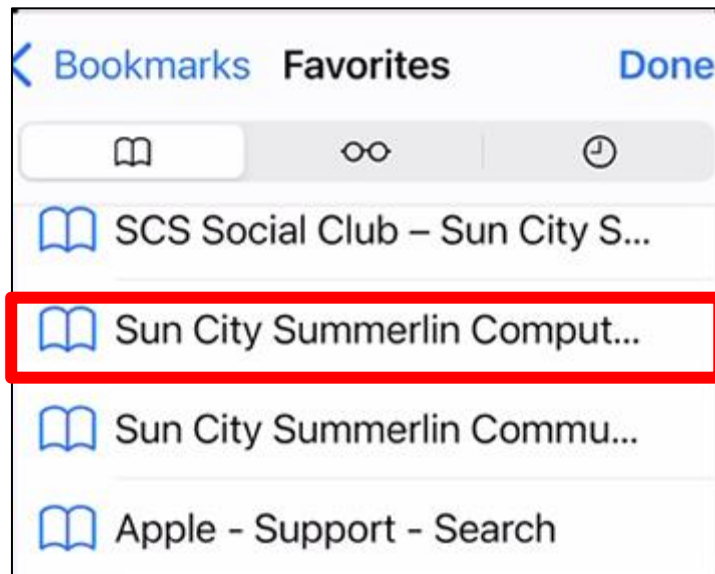
Safari – Bookmarks

- ▶ Bookmarks can be added to the Home Screen of Safari to access most frequently visited sites
- ▶ Hold down the Book Icon
- ▶ Select Add Bookmark



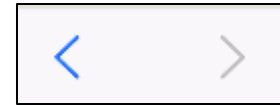
Safari – Bookmarks (cont'd)

- ▶ Bookmarks will appear in your Favorites List and an icon will be added to the Home Screen of Safari

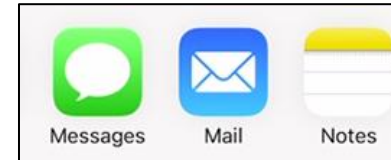
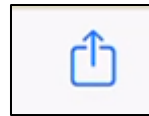


Safari – Icons Below

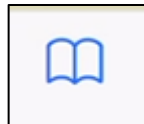
- ▶ Use the arrows to go back to a previous site or to go forward to the next site that is opened.



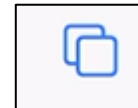
- ▶ Use the up arrow to send a link to the website as a text, an email or save in a note



- ▶ Use the bookmark to view and manage your bookmarks

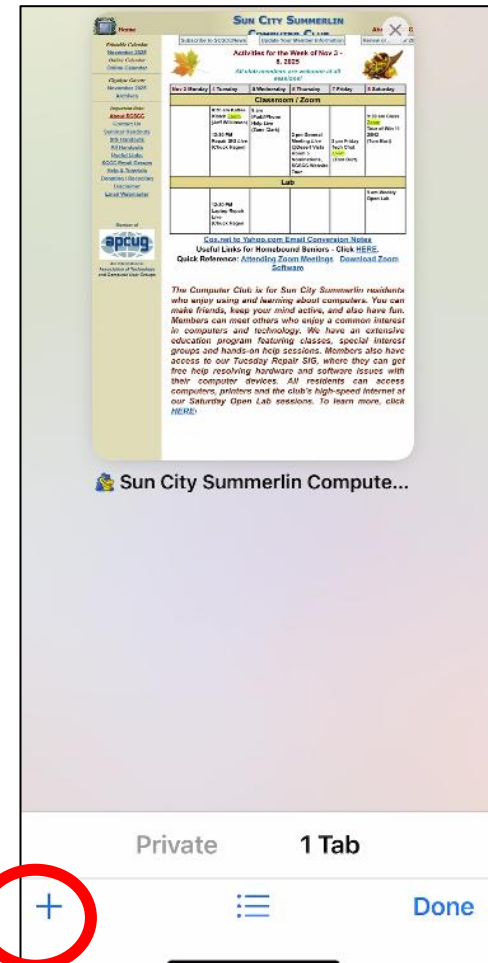
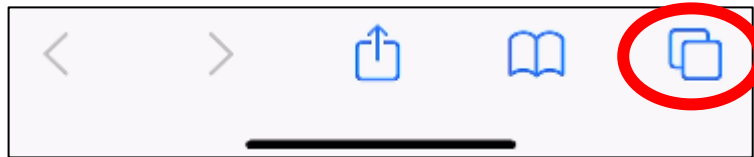


- ▶ Use tab icon to view all open tabs



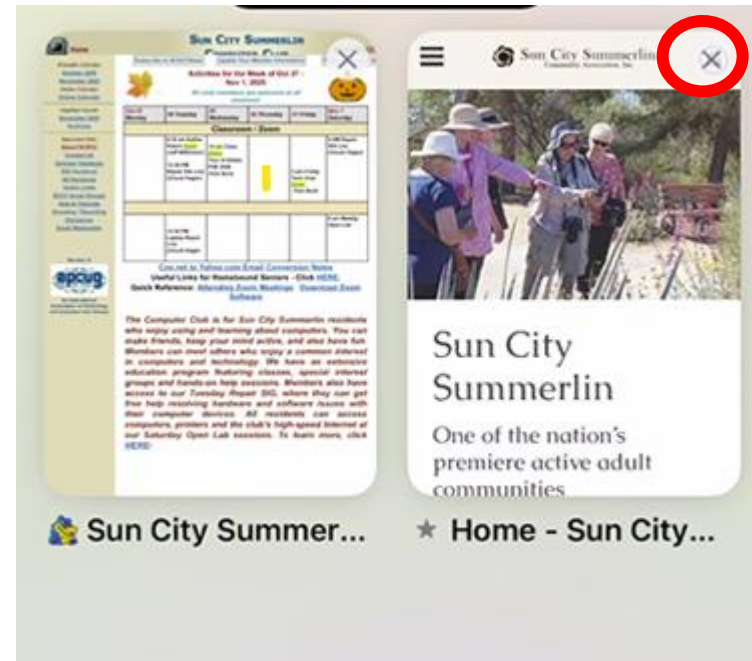
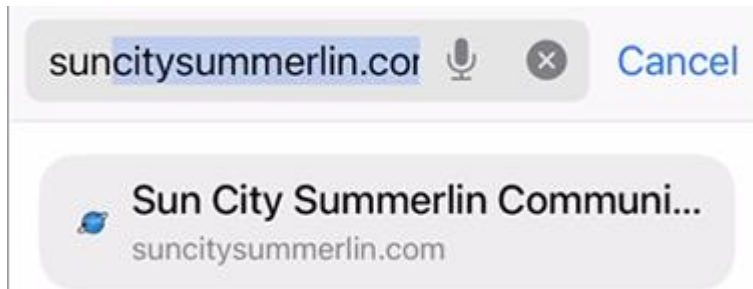
Safari – Opening additional Tabs (Sites)

- ▶ Click on the Tab icon
- ▶ Then click on the Plus sign



Safari – Opening additional Sites (cont'd)

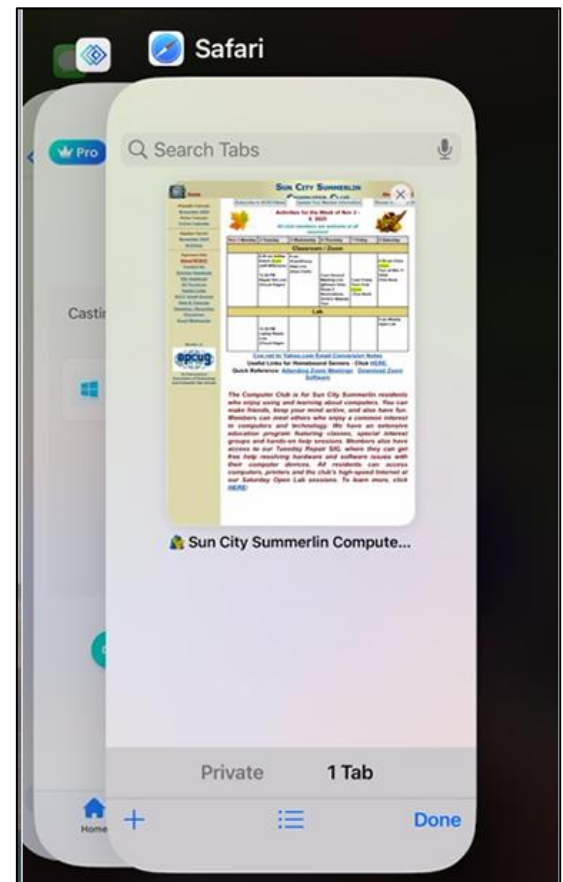
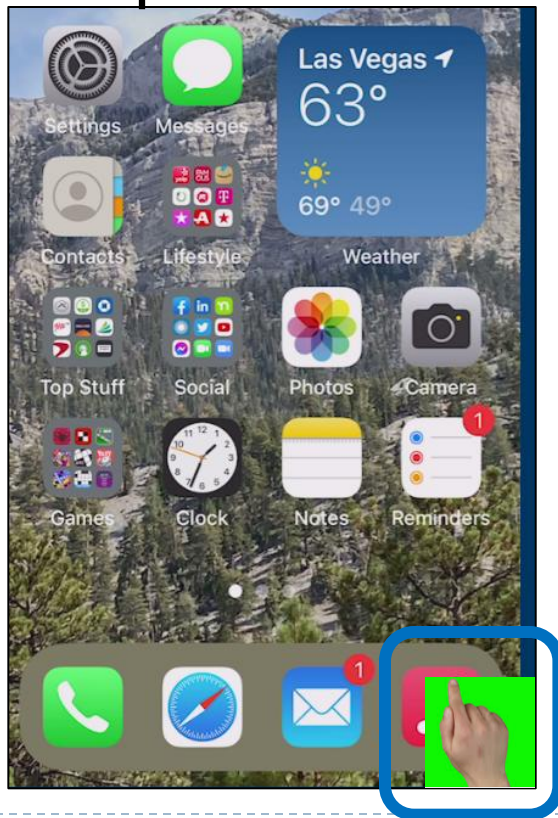
- ▶ Search for the additional website
- ▶ The other website will appear
- ▶ To close the website, click the X in the upper right corner



Applications

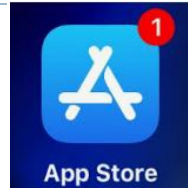
Closing All Applications

- ▶ Press down with your finger in the lower right corner of the screen
- ▶ Swipe **UP** to close each application

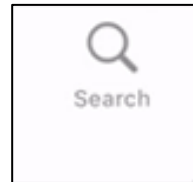


Downloading Applications

▶ Click the App Store Icon



▶ Click Search

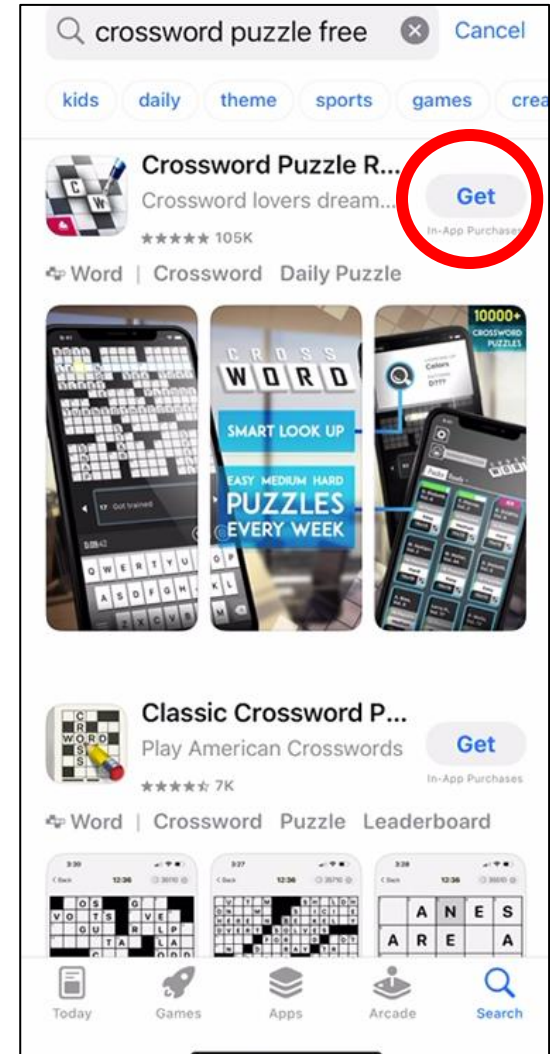


▶ Enter Search Criteria

▶ Click on **Get** to download

▶ Some applications require your Apple ID and password to download

▶ Some are free and some require a monthly subscription

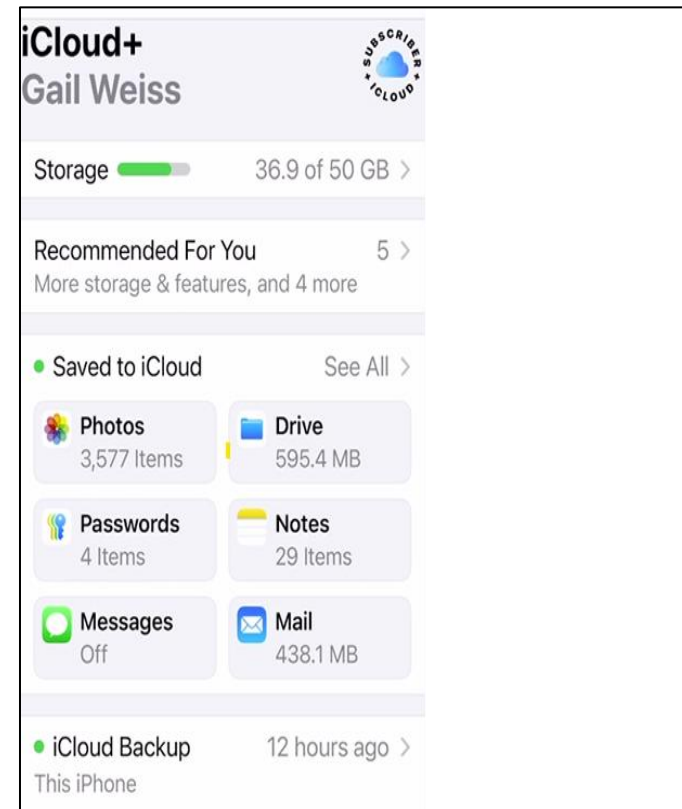
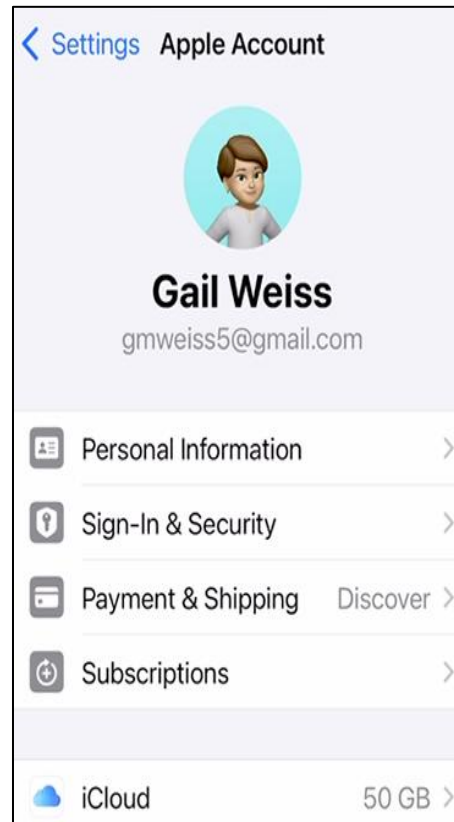




iCloud.com

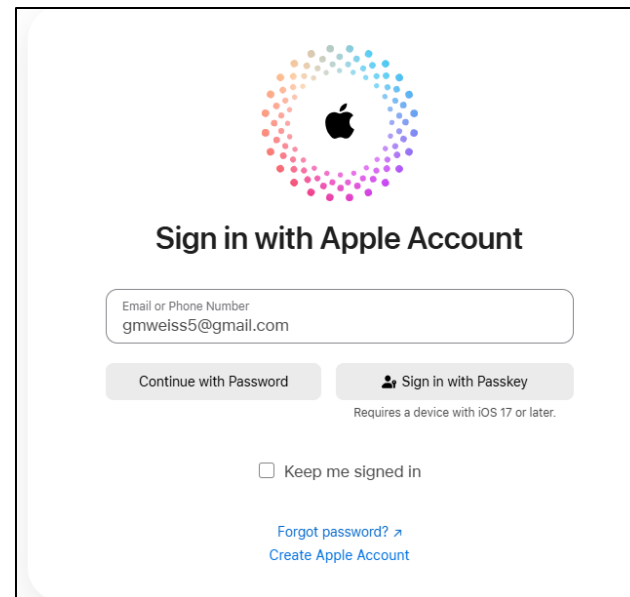
iCloud Settings

- ▶ Click settings
- ▶ Click on your name
- ▶ Click iCloud
- ▶ View Storage & Backup Options



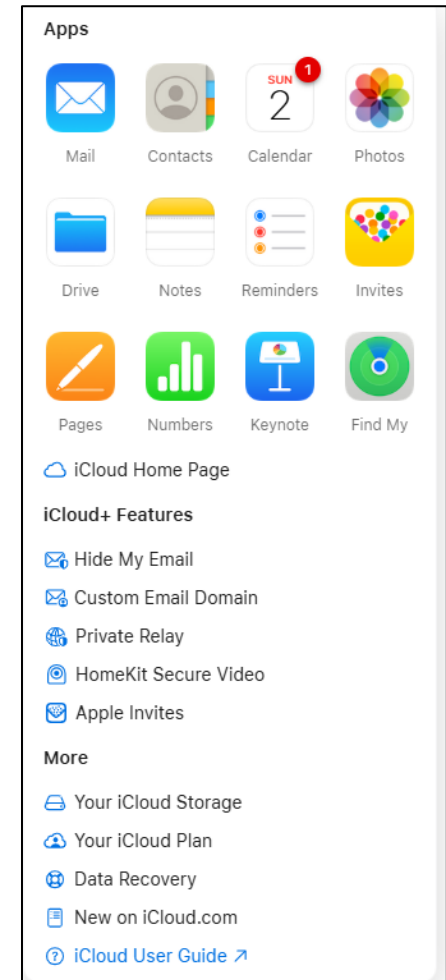
Logging into iCloud.com

- ▶ Open a web browser on your iPad or Computer and go to icloud.com
- ▶ Enter your Apple ID and password
- ▶ You will then be given a code on your phone the first time you access the site



iCloud.com

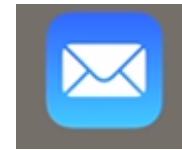
- ▶ Same icons on your phone
- ▶ All data on phone is backed up to the iCloud
- ▶ If you lose your phone, all data restored to new phone from iCloud



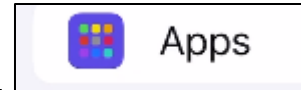


Email

Setting Up An Email Account



▶ In Settings, scroll down and click



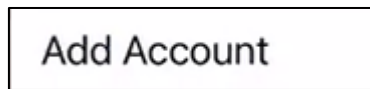
▶ Scroll down and click



▶ Click



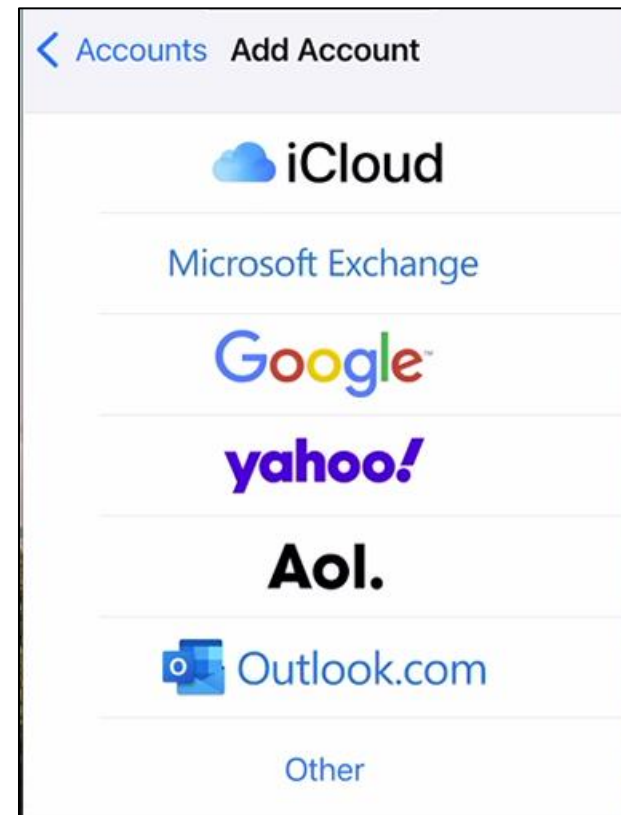
▶ Click



▶ Select your email account

▶ Follow the prompts

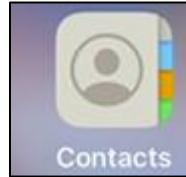
▶ NOTE: You must enter your email address and password to add your email account



Contacts

Adding a Contact

- ▶ Click Contacts



- ▶ Click Plus Sign in Upper Right Corner

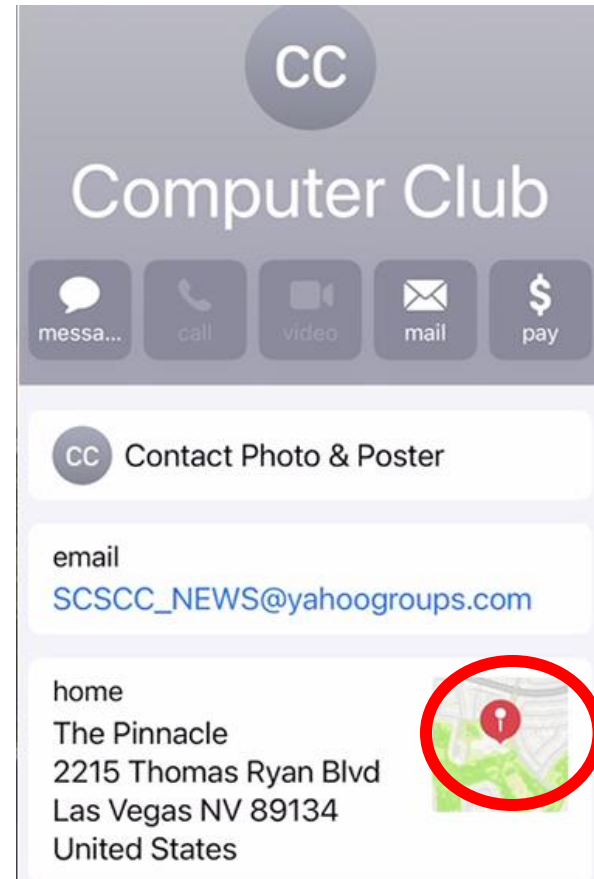


- ▶ Enter all the contact information
- ▶ Click Done



Using the Contact Address for Navigation

- ▶ Enter the Address in the correct fields
- ▶ Click on the Map Icon

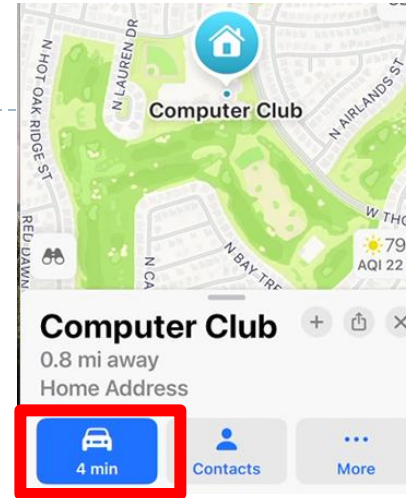


Using the Contact Address for Navigation cont'd

- ▶ The Map App will open
- ▶ Click the Car Icon
- ▶ Click GO

4 min

2:30 PM ETA · 0.9 mi
Fastest



- ▶ Directions will appear

