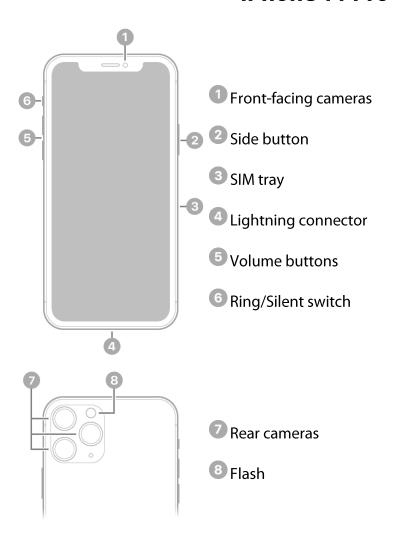
## iPhone 11 Pro



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Apple Inc.

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Some apps are not available in all regions. App availability is subject to change.

### Turn on and set up iPhone

Turn on and set up your new iPhone over an Internet connection. You can also set up iPhone by connecting it to your computer. If you have another iPhone, iPad, iPod touch, or an Android device, you can transfer your data to your new iPhone.

*Note:* If your iPhone is deployed or managed by a company or other organization, see an administrator for setup instructions. For general information, see the <u>Apple at Work</u> website.

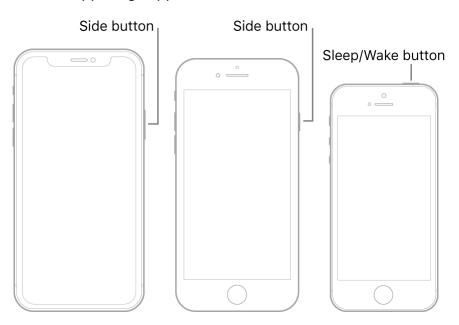
### **Prepare for setup**

To make setup as smooth as possible, have the following items available:

- An Internet connection through a Wi-Fi network (you may need the name and password of the network) or cellular data service through a carrier
- Your <u>Apple ID</u> and password; if you don't have an Apple ID, you can create one during setup
- Your credit or debit card account information, if you want to add a card to Apple Pay during setup
- Your previous iPhone or a <u>backup of your device</u>, if you're transferring your data to your new device
- Your Android device, if you're transferring your Android content

### Turn on and set up your iPhone

1. Press and hold the side button or Sleep/Wake button (depending on your model) until the Apple logo appears.



If iPhone doesn't turn on, you might need to <u>charge the battery</u>. For more help, see the Apple Support article <u>If your iPhone</u>, <u>iPad</u>, <u>or iPod touch won't turn on or is frozen</u>.

- 2. Do one of the following:
  - o Tap Set Up Manually, then follow the onscreen setup instructions.
  - o If you have another iPhone, iPad, or iPod touch with iOS 11, iPadOS 13, or later, you can use Quick Start to automatically set up your new device. Bring the two devices close together, then follow the onscreen instructions to securely copy many of your settings, preferences, and iCloud Keychain. You can then restore the rest of your data and content to your new device from your iCloud backup.

Or, if both devices have iOS 12.4, iPadOS 13, or later, you can transfer all your data wirelessly from your previous device to your new one. Keep your devices near each other and plugged into power until the migration process is complete.

You can also transfer your data using a wired connection between your devices. See <u>Use Quick Start to transfer data from your previous iOS device to your new iPhone, iPad, or iPod touch.</u>

o If you're blind or have low vision, triple-click the Home button to turn on VoiceOver, the screen reader.

#### Move from an Android device to iPhone

When you first set up your new iPhone, you can automatically and securely move your data from an Android device.

*Note:* You can use the Move to iOS app only when you first set up iPhone. If you already finished setup and want to use Move to iOS, you must erase your iPhone and start over, or move your data manually. See the Apple Support article <a href="Move content manually from your Android device to your iOS device">Move content manually from your Android device to your iOS device</a>.

- On your device with Android version 4.0 or later, see the Apple Support article <u>Move from Android to iPhone, iPad, or iPod touch</u> and download the Move to iOS app.
- 2. On your iPhone:
  - 1. Follow the setup assistant.
  - 2. On the Apps & Data screen, tap Move Data from Android.
- 3. On the Android device:
  - 1. Turn on Wi-Fi.
  - 2. Open the Move to iOS app.
  - 3. Follow the onscreen instructions.

**WARNING:** To avoid injury, read <u>Important safety information for iPhone</u> before using iPhone.

## Set up cellular service on iPhone

The cellular connection on your iPhone requires a SIM from a carrier; contact your carrier to set up a cellular plan.

iPhone X and earlier models support one cellular plan using a nano-SIM.

<u>Some models</u> support Dual SIM using a nano-SIM and an eSIM (not available in all regions).

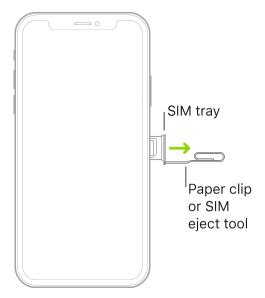
Here are some of the many ways you can use Dual SIM:

- Use one number for business and another number for personal calls.
- Add a local data plan when you travel to another region.
- Have separate voice and data plans.

*Note:* To use two different carriers, your iPhone must be unlocked.

#### Install the nano-SIM

1. Insert a paper clip or SIM eject tool into the small hole of the SIM tray, then push in toward iPhone to eject the tray.



*Note:* The shape and orientation of the SIM tray depend on the iPhone model and your region.

- 2. Remove the tray from iPhone.
- 3. Place the nano-SIM in the tray. The angled corner determines the correct orientation.



- 4. Insert the tray back into iPhone.
- 5. If you previously set up a PIN on the nano-SIM, carefully enter the PIN when prompted.

**WARNING:** Never try to guess a SIM PIN. An incorrect guess can permanently lock your SIM, and you won't be able to make phone calls or use cellular data through your carrier until you get a new SIM. See the Apple Support article <u>Use a SIM PIN for your iPhone or iPad</u>.

**Important:** A nano-SIM may be required to use cellular services when connecting to GSM networks and some CDMA networks. An iPhone activated on a CDMA wireless network can also use a nano-SIM for connecting to a GSM network, primarily for international roaming. Your iPhone is subject to your wireless service provider's policies, which may include restrictions on switching service providers and roaming, even after the conclusion of any required minimum service contract. Contact your wireless service provider for more details. The availability of cellular capabilities depends on the wireless network, your iPhone model, and your location.

### Set up your cellular plan with eSIM

On <u>models that support eSIM</u>, the eSIM provided by your carrier is stored digitally in iPhone.

- 1. Go to Settings > Cellular, then tap Add Cellular Plan.
- 2. Position iPhone so that the QR code provided by your carrier appears in the frame, or enter the details manually. You may be asked to enter a confirmation code provided by your carrier.
- 3. Tap Add Cellular Plan.
- 4. If the new plan is your second line, follow the onscreen instructions to set how you want the plans to work together.

Alternatively, you can activate your cellular plan through your carrier's app (if supported). Go to the App Store, download your carrier's app, then use the app to activate a cellular plan.

You can store more than one eSIM on your iPhone, but you can use only one eSIM at a time. To switch eSIMs, go to Settings > Cellular, tap the plan you want to use, then tap Turn On This Line.

If you have a nano-SIM, you can use it as your second line. See the Apple Support article <u>Using Dual SIM with an eSIM</u>.

### Manage your cellular plans

During setup on <u>models with Dual SIM</u>, you can choose how iPhone uses each line. To change the settings later, do the following:

- 1. Go to Settings > Cellular.
- 2. Do the following:
  - Tap Cellular Data, then choose a default line. To allow iPhone to use either line depending on coverage and availability, turn on Allow Cellular Data Switching.

You may incur roaming charges if Data Roaming is on and you're outside the region covered by the carrier's network.

- o Tap Default Voice Line, then choose a line.
- Below Cellular Plans, tap a line, then change settings such as Cellular Plan Label, Wi-Fi Calling (if available from your carrier), Calls on Other Devices, or SIM PIN. The label appears in Phone, Messages, and Contacts.

When using Dual SIM, note the following:

- Wi-Fi Calling must be turned on for a line to enable that line to receive calls while the other line is in use for a call. If you receive a call on one line while the other is in use for a call, and no Wi-Fi connection is available, iPhone uses the cellular data of the line that is in use for the call to receive the other line's call. Charges may apply. The line that is in use for the call must be permitted for data use in your Cellular Data settings (either as the default line, or as the non-default line with Allow Cellular Data Switching turned on) to receive the other line's call.
- If you don't turn on Wi-Fi Calling for a line, any incoming phone calls on that line (including calls from emergency services) go directly to voicemail (if available from your carrier) when the other line is in use; you won't receive missed call notifications.

If you set up conditional call forwarding (if available from your carrier) from one line to another when a line is busy or not in service, the calls don't go to voicemail; contact your carrier for setup information.

- If you make a phone call from another device, such as your Mac, by relaying it through your iPhone with Dual SIM, the call is made using your default voice line.
- If you start an SMS/MMS Messages conversation using one line, you can't switch the conversation to your other line; you need to delete the conversation and start a new conversation using the other line. Also, you may incur additional charges if you send SMS/MMS attachments on the line that's not selected for cellular data.
- Instant Hotspot and Personal Hotspot use the line selected for cellular data.

Consider applicable data, voice, and roaming charges when managing your cellular plans, especially when you travel with iPhone. See <u>View or change cellular settings on iPhone</u>.

Some carriers let you unlock iPhone for use with another carrier (additional fees may apply). Contact your carrier for authorization and setup information. See the Apple Support article <a href="How to unlock your iPhone for use with a different carrier">How to unlock your iPhone for use with a different carrier</a>.

### **Connect iPhone to the Internet**

Connect your iPhone to the Internet by using an available Wi-Fi or cellular network.

#### Connect iPhone to a Wi-Fi network

- 1. Go to Settings > Wi-Fi, then turn on Wi-Fi.
- 2. Tap one of the following:
  - o A network: Enter the password, if required.
  - o *Other:* Joins a hidden network. Enter the name of the hidden network, security type, and password.

If appears at the top of the screen, iPhone is connected to a Wi-Fi network. (To verify this, open Safari to view a webpage.) iPhone reconnects when you return to the same location.

#### Connect iPhone to a cellular network

Your iPhone automatically connects to your carrier's cellular data network if a Wi-Fi network isn't available. If iPhone doesn't connect, check the following:

- 1. Verify that your SIM is activated and unlocked. See <u>Set up cellular service on</u> iPhone.
- 2. Go to Settings > Cellular.
- 3. Verify that Cellular Data is turned on. On <u>models with Dual SIM</u>, tap Cellular Data, then verify the selected line. (You can choose only one line for cellular data.)

When you need an Internet connection, iPhone does the following, in order, until the connection is made:

- Tries to connect to the most recently used available Wi-Fi network
- Shows a list of Wi-Fi networks in range and connects to the one you choose
- Connects to your carrier's cellular data network

*Note:* If a Wi-Fi connection to the Internet isn't available, apps and services may transfer data over your carrier's cellular network, which may result in additional fees. Contact your carrier for information about your cellular data plan rates. To manage cellular data usage, see <u>View or change cellular settings on iPhone</u>.

# Manage Apple ID and iCloud settings on iPhone

Your Apple ID is the account you use to access Apple services such as the App Store, the iTunes Store, Apple Books, Apple Music, FaceTime, iCloud, iMessage, and more.

Use iCloud to securely store your photos, videos, documents, music, apps, and more—and keep them updated across all your devices. With iCloud, you can easily share photos, calendars, locations, and more with friends and family. You can even use iCloud to help you find your iPhone if you lose it.

iCloud provides you with a free email account and 5 GB of storage for your mail, documents, photos and videos, and backups. Your purchased music, apps, TV shows, and books don't count against your available storage space. You can upgrade your iCloud storage right from iPhone.

*Note:* Some iCloud features have <u>minimum system requirements</u>. The availability of iCloud and its features varies by country or region.

### Sign in with your Apple ID

If you didn't sign in during setup, do the following:



- 2. Tap Sign in to your iPhone.
- 3. Enter your Apple ID and password.

If you don't have an Apple ID, you can create one.

4. If you protect your account with two-factor authentication, enter the six-digit verification code.

If you forgot your Apple ID or password, see the Recover your Apple ID website.

### **Change your Apple ID settings**

- 1. Go to Settings > [your name].
- 2. Do any of the following:
  - Update your contact information
  - Change your password
  - Manage Family Sharing

### **Change your iCloud settings**

1. Go to Settings > [your name] > iCloud.



- 2. Do any of the following:
  - See your iCloud storage status.
  - Upgrade your iCloud storage—tap Manage Storage > Change Storage Plan.
  - Turn on the features you want to use, such as Photos, Mail, Contacts, and Messages.

### Ways to use iCloud on iPhone

Keep the following content up to date:

- Messages, Mail, Contacts, Calendars, Notes, and Reminders
- Photos and videos; see <u>Use iCloud Photos on iPhone</u>
- Music, apps, and books
- Documents; see <u>Set up iCloud Drive on iPhone</u>
- Bookmarks, your reading list, and the webpages you have open in Safari; see <u>Browse the web using Safari on iPhone</u>
- Passwords and credit cards; see Set up iCloud Keychain on iPhone

You can also do the following:

- View your iCloud data on iPhone, iPad, iPod touch, Apple Watch, Mac, and iCloud.com (using a Mac or a Windows PC).
- Share your photos and videos with the people you choose. See <u>Share iPhone photos with Shared Albums in iCloud</u>.
- Share your iCloud storage on plans with 200 GB or more with up to six family members. See <a href="Share purchases with family members on iPhone">Share purchases with family members on iPhone</a>.
- Locate a missing iPhone, iPad, iPod touch, Apple Watch, Mac, or AirPods that belong to you or your family members. See <u>Add or remove a device in Find My on</u> iPhone.
- Find your friends and family; you, your friends, and family can share locations, follow each other, and see everyone's location on a map. See <a href="Add or remove a friend in Find My on iPhone">Add or remove a friend in Find My on iPhone</a>.
- Back up and restore your data. See Back up iPhone using iCloud or iTunes.

*Note:* If you enable iCloud for apps such as Music, Photos, Calendar, and Contacts on your iPhone, you can't use iTunes to sync them with your computer.

# Download or bookmark the iPhone User Guide

You can view the iPhone User Guide in the Safari app or download it to the Books app so you can read it even when you're offline.

### View the user guide in Safari

In Safari, go to <a href="https://support.apple.com/guide/iphone">https://support.apple.com/guide/iphone</a>.

To view the user guide in a different language, scroll down to the bottom of the page, tap the region link (United States, for example), then choose a region.

**Tip:** For quick access, add the guide as a shortcut on your Home screen or as a bookmark in Safari. Tap , then choose any of the following:

- Add to Home Screen: The shortcut appears as a new icon on the Home screen.
- Add Bookmark: The bookmark appears when you tap in Safari.

### Download the user guide from Apple Books

If you download the user guide from Apple Books, you can read it even when iPhone isn't connected to the Internet.

- 1. Open the Books app
- 2. Tap Search, then enter "iPhone User Guide for iOS 13.1."
- 3. Tap Get, then wait for the book to download.

See Find and buy books from Apple Books on iPhone.

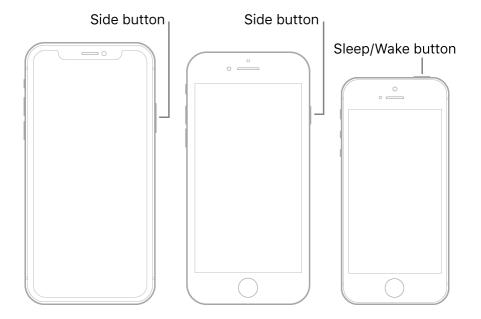
### Wake and unlock iPhone

iPhone turns off the display to save power, locks for security, and goes to sleep when you're not using it. You can quickly wake and unlock iPhone when you want to use it again.

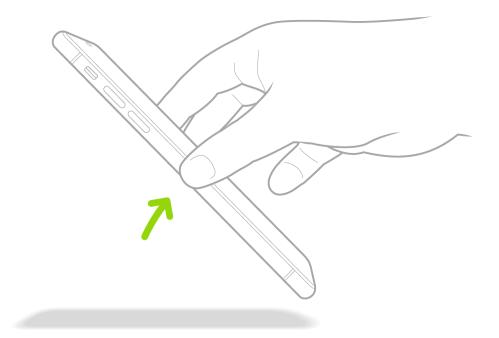
#### Wake iPhone

To wake iPhone, do one of the following:

• Press the side button or Sleep/Wake button (depending on your model).



Raise iPhone. You can turn off Raise to Wake in Settings > Display & Brightness.



• Tap the screen (<u>supported models</u>).



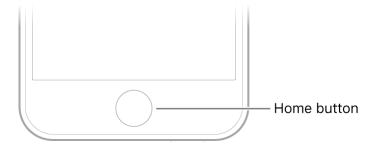
### **Unlock iPhone with Face ID (iPhone X and later)**

- Tap the screen or raise iPhone to wake it, then glance at your iPhone.
   The lock icon animates from closed to open to indicate that iPhone is unlocked.
- 2. Swipe up from the bottom of the screen.

To lock iPhone again, press the side button. iPhone locks automatically if you don't touch the screen for a minute or so.

# Unlock iPhone with Touch ID (models with a Home button)

Press the Home button using the finger you registered with Touch ID.



To lock iPhone again, press the side button or Sleep/Wake button (depending on your model). iPhone locks automatically if you don't touch the screen for a minute or so.

### Unlock iPhone with a passcode

- 1. Swipe up from the bottom of the Lock screen (iPhone X and later) or press the Home button (other models).
- 2. Enter the passcode.

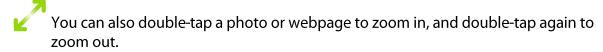
To lock iPhone again, press the side button or Sleep/Wake button (depending on your model). iPhone locks automatically if you don't touch the screen for a minute or so.

# Learn basic gestures to interact with iPhone

Control iPhone and its apps using a few simple gestures—tap, touch and hold, swipe, scroll, and zoom.

- **Tap.** Touch one finger lightly on the screen.
- **Touch and hold.** Touch and hold items in an app or in Control Center to preview contents and perform quick actions. On the Home screen, touch and hold an app icon briefly to open a quick actions menu.
- **Swipe.** Move one finger across the screen quickly.
- **Scroll.** Move one finger across the screen without lifting. For example, in Photos, you can drag a list up or down to see more. Swipe to scroll quickly; touch the screen to stop scrolling.

**Zoom.** Place two fingers on the screen near each other. Spread them apart to zoom in, or move them toward each other to zoom out.



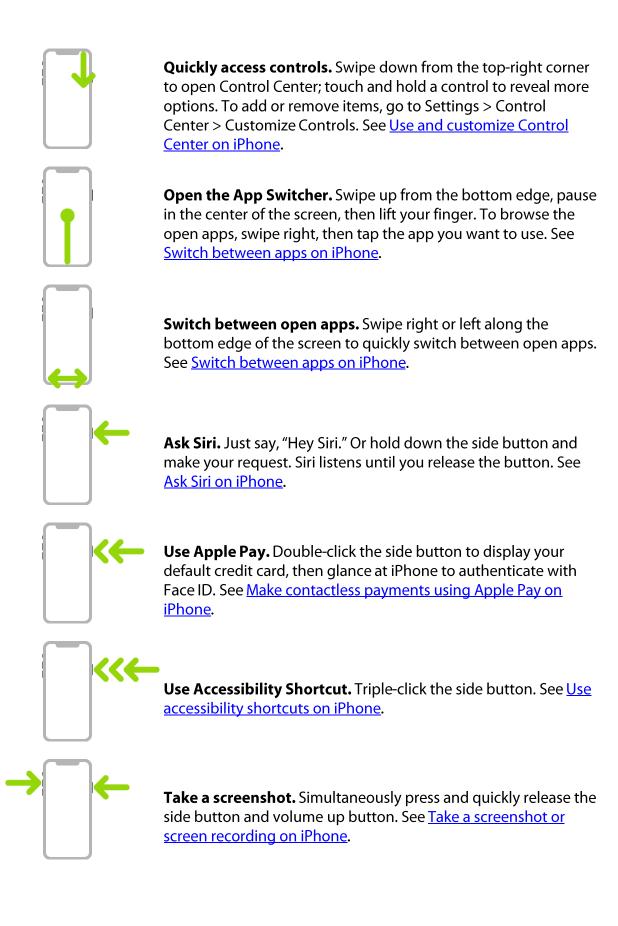
In Maps, double-tap and hold, then drag up to zoom in or drag down to zoom out.

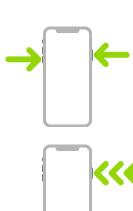
## Learn gestures for iPhone X and later

Here's a handy reference to the gestures you use for interacting with iPhone X and later.



**Go Home.** Swipe up from the bottom edge of the screen to return to the Home screen at any time. See <u>Explore the iPhone Home screen and open apps</u>.





**Use Emergency SOS (all regions except India).** Simultaneously press and hold the side button and either volume button until the sliders appear, then drag Emergency SOS. See Use Emergency SOS (in all regions except India).



Use Emergency SOS (in India). Triple-click the side button. If you've turned on Accessibility Shortcut, simultaneously press and hold the side button and either volume button until the sliders appear, then drag Emergency SOS. See Use Emergency SOS (in India).



Turn off. Simultaneously press and hold the side button and either volume button until the sliders appear, then drag the top slider to power off. Or go to Settings > General > Shut Down. See Turn iPhone off and on.



Force restart. Press and release the volume up button, press and release the volume down button, then press and hold the side button until the Apple logo appears. See Force restart iPhone.

## View previews and quick actions menus on iPhone

On the Home screen, in Control Center, and in apps, you can see previews, open quick actions menus, and more.

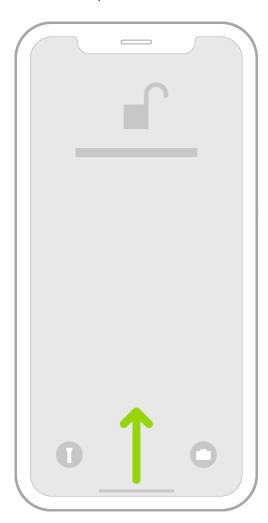
### See previews and quick actions menus

- In Photos, touch and hold an image to preview it and see a list of options.
- In Mail, touch and hold a message in a mailbox to preview the message contents and see a list of options.
- On the Home screen, touch and hold an app icon briefly to open a <u>quick actions</u> menu. If the icons start to jiggle, tap Done at the top right (iPhone X and later) or press the Home button (other models), then try again.
- Open Control Center, then touch and hold an item like Camera or the brightness control to see options.
- On the Lock screen, touch and hold a notification to respond to it.
- When typing, touch and hold the Space bar with one finger to turn your keyboard into a trackpad.

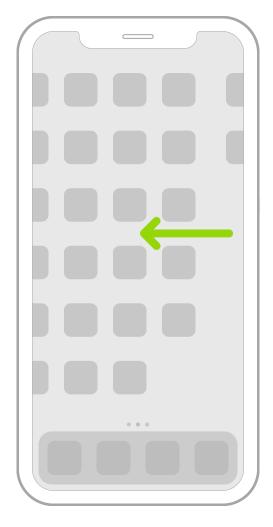
# Explore the iPhone Home screen and open apps

Get to know the Home screen and apps on your iPhone. The Home screen shows all your apps organized into pages. More pages are added when you need space for apps.

1. To go to the Home screen, swipe up from the bottom edge of the screen (iPhone X and later) or press the Home button (other models).



2. Swipe left or right to browse apps on other Home screen pages.



- 3. To open an app, tap its icon on the Home screen.
- 4. To return to the first Home screen page, swipe up from the bottom edge of the screen (iPhone X and later) or press the Home button (other models).

You can also move, organize, or remove apps. See <u>Move and organize apps on iPhone</u> and <u>Remove apps from iPhone</u>.

## **Change common iPhone settings**

Use Settings (located on the Home screen) to configure and customize your iPhone settings. You can set your language and region, change the name of your iPhone, choose different sounds for notifications, and much more.

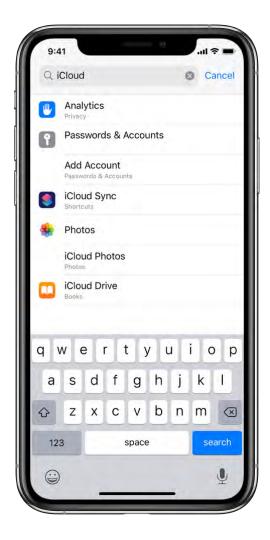
The settings for specific apps are explained in the chapters for those apps. The following sections give some examples of common settings, including how to find them.



Tap Settings to change your iPhone settings (volume, display brightness, and more).

### **Find settings**

Go to Settings , swipe down to reveal the search field, enter a term—"iCloud," for example—then tap a setting.



### Set the date and time

By default, the date and time, visible on the Lock screen, are set automatically based on your location. If they're incorrect, you can adjust them.

- 1. Go to Settings > General > Date & Time.
- 2. Turn on either of the following:
  - Set Automatically: iPhone gets the correct time over the network and updates it for the time zone you're in. Some networks don't support network time, so in some regions iPhone may not be able to automatically determine the local time.
  - 24-Hour Time: (not available in all regions) iPhone displays the hours from 0 to 23.

To change the default date and time, turn off Set Automatically, then change the date and time displayed.

### Set the language and region

- 1. Go to Settings > General > Language & Region.
- 2. Set the following:
  - o The language for iPhone
  - The region
  - The calendar format
  - o The temperature unit (Celsius or Fahrenheit)
- 3. To add a keyboard for another language, go to Settings > General > Keyboard > Keyboards, then tap Add New Keyboard.

See Add or change keyboards on iPhone.

### Change the name of your iPhone

The name of your iPhone is used by iTunes, iCloud, AirDrop, and Personal Hotspot.

- 1. Go to Settings > General > About > Name.
- 2. Tap , enter a new name, then tap Done.

### Set up mail, contacts, and calendar accounts

In addition to the apps that come with iPhone and that you use with iCloud, iPhone works with Microsoft Exchange and many of the most popular Internet-based mail, contacts, and calendar services.

- 1. Go to Settings > Passwords & Accounts > Add Account.
- 2. To add a mail account, tap an email service—for example, Google, Yahoo, or Aol.com—then enter your email account information.
- 3. To add a contacts or calendar account, tap Other, then do any of the following:
  - Add a contacts account: Tap Add LDAP Account or Add CardDAV Account (if your company or organization supports it), then enter your information; see Use other contact accounts on iPhone.
  - o Add a calendar account: Tap Add CalDAV Account, then enter your information; see Set up multiple calendars on iPhone.
  - o Subscribe to iCal (.ics) calendars: Tap Add Subscribed Calendar, then enter the URL of the .ics file to subscribe to; or import an .ics file from Mail.

For information about setting up a Microsoft Exchange account in a corporate environment, see the Apple Support article <u>Set up Exchange ActiveSync on your iPhone</u>, iPad, or iPod touch.

# Change or lock the screen orientation on iPhone

When you use <u>supported models</u> in landscape orientation, some apps have different layouts. These apps include Mail, Calendar, Messages, and Photos.



Note: These different layouts aren't available when Display Zoom is enabled.

### Lock or unlock the screen orientation

You can lock the screen orientation so that it doesn't change when you rotate iPhone.

Open Control Center, then tap

When the screen orientation is locked, appears in the status bar (on <u>supported</u> models).

## Change the wallpaper on iPhone

On iPhone, choose an image or photo as wallpaper for the Lock screen or Home screen. You can choose from dynamic and still images.



### Change the wallpaper

- 1. Go to Settings > Wallpaper > Choose a New Wallpaper.
- 2. Do one of the following:
  - Choose a preset image from a group at the top of the screen (Dynamic, Stills, and so on).
    - Wallpaper marked with Changes appearance when Dark Mode is turned on.
  - Select one of your own photos (tap an album, then tap the photo).
    - To reposition your selected image, pinch open to zoom in on it, then drag the image with your finger to move it. Pinch closed to zoom back out.
- 3. Tap Set, then choose one of the following:

- Set Lock Screen
- Set Home Screen
- Set Both

### Set a Live Photo as wallpaper for the Lock screen

When you set a Live Photo as wallpaper, press the Lock screen to play the Live Photo (on models with 3D Touch).

- 1. Go to Settings > Wallpaper > Choose a New Wallpaper.
- 2. Do one of the following:
  - Tap Live, then choose a Live Photo.
  - Tap your Live Photos album, then choose a Live Photo (you may need to wait for it to download).
- 3. Tap Set, then choose Set Lock Screen or Set Both.

# Adjust the iPhone screen brightness and color

On iPhone, dim the screen to extend battery life, use Night Shift, set Dark Mode, and automatically adjust the screen for your lighting conditions.

#### Turn Dark Mode on or off

Dark Mode gives the entire iPhone experience a dark color scheme that's perfect for low-light environments. You can turn on Dark Mode from Control Center or set it to turn on automatically at night (or on a custom schedule) in Settings. With Dark Mode turned on, you can use your iPhone while, for example, reading in bed, without disturbing the person next to you.

Do any of the following:

- Open Control Center, touch and hold of, then tap to turn Dark Mode on or off.
- Go to Settings > Display & Brightness, then select Dark to turn on Dark Mode, or select Light to turn it off.



### Schedule Dark Mode to turn on and off automatically

- 1. Go to Settings > Display & Brightness.
- 2. Turn on Automatic, then tap Options.
- 3. Select either Sunset to Sunrise or Custom Schedule.

If you choose Custom Schedule, tap the options to schedule the times you want Dark Mode to turn on and off.

If you select Sunset to Sunrise, iPhone uses the data from your clock and geolocation to determine when it's nighttime for you.

### Adjust the screen brightness manually

To make your iPhone screen dimmer or brighter, do one of the following:

- Open Control Center, then drag
- Go to Settings > Display & Brightness, then drag the slider.

### Adjust the screen brightness automatically

iPhone adjusts the screen brightness for current light conditions using the built-in ambient light sensor.

- 1. Go to Settings > Accessibility.
- 2. Tap Display & Text Size, then turn on Auto-Brightness.

#### **Turn True Tone on or off**

On <u>supported models</u>, turn on True Tone to automatically adapt the color and intensity of the display to match the light in your environment.

Do any of the following:

- Open Control Center, touch and hold off, then tap to turn True Tone on or off.
- Go to Settings > Display & Brightness, then turn True Tone on or off.

### **Turn Night Shift on or off**

You can turn on Night Shift manually, which is helpful when you're in a darkened room during the day.

Open Control Center, touch and hold -, then tap -.

### Schedule Night Shift to turn on and off automatically

Use Night Shift to shift the colors in your display to the warmer end of the spectrum at night and make viewing the screen easier on your eyes.

- 1. Go to Settings > Display & Brightness > Night Shift.
- 2. Turn on Scheduled.
- 3. To adjust the color balance for Night Shift, drag the slider below Color Temperature toward the warmer or cooler end of the spectrum.
- 4. Tap From, then select either Sunset to Sunrise or Custom Schedule.

If you choose Custom Schedule, tap the options to schedule the times you want Night Shift to turn on and off.

If you select Sunset to Sunrise, iPhone uses the data from your clock and geolocation to determine when it's nighttime for you.

Note: The Sunset to Sunrise option isn't available if you turned off Location Services in Settings > Privacy, or if you turned off Setting Time Zone in Settings > Privacy > Location Services > System Services.

# Magnify the iPhone screen with Display Zoom

On <u>supported models</u>, you can magnify what's shown on screen.

- 1. Go to Settings > Display & Brightness.
- 2. Tap View (below Display Zoom).
- 3. Choose Zoomed, then tap Set.

## Bring screen items within reach on iPhone

Reachability brings items at the top of the screen down to the lower half of the screen. See Turn on and use Reachability.

# Take a screenshot or screen recording on iPhone

You can take a picture of the screen, just as it appears, or a recording of actions on the screen, to share with others or use in documents.

#### Take a screenshot

- 1. Do one of the following:
  - o *iPhone X and later:* Simultaneously press and then release the side button and volume up button.
  - o Other models: 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 or Delete Screenshot.

If you save the screenshot, 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.

**Tip:** To quickly create a PDF of a webpage, document, or email, take a screenshot, tap the thumbnail, then tap Full Page.

#### **Create a screen recording**

You can create a screen recording and capture sound on your iPhone.

- Go to Settings > Control Center > Customize Controls, then tap next to Screen Recording.
- 2. Open Control Center, tap , then wait for the three-second countdown.
- 3. To stop recording, open Control Center, tap or the red status bar at the top of the screen, then tap Stop.

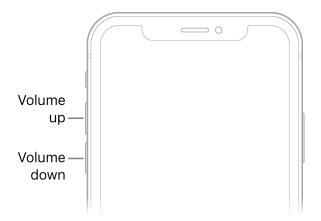
Go to Photos , then select your screen recording.

## Adjust the volume on iPhone

When you're on the phone or listening to songs, movies, or other media, the buttons on the side of iPhone adjust the audio volume. Otherwise, the buttons control the volume for the ringer, alerts, and other sound effects. You can also use Siri to turn the volume up or down.

**Ask Siri.** Say something like: "Turn up the volume" or "Turn down the volume." <u>Learn how to ask Siri.</u>

**WARNING:** For information about avoiding hearing loss, see <u>Important safety information</u> <u>for iPhone</u>.



### Lock the ringer and alert volumes in Settings

- 1. Go to Settings
- 2. Tap Sounds & Haptics (supported models) or Sounds (other models).
- 3. Turn off Change with Buttons.

### **Adjust the volume in Control Center**

When iPhone is locked or when you're using an app, you can adjust the volume in Control Center.

Open Control Center, then drag )).

### Limit the volume for music and videos

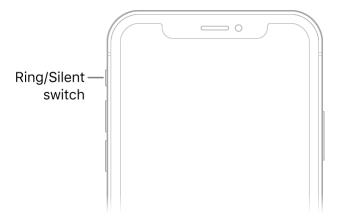
- 1. Go to Settings > Music > Volume Limit.
- 2. Drag the slider to the maximum volume level you want to allow.

### Temporarily silence calls, alerts, and notifications

Open Control Center, then tap . (See Set Do Not Disturb on iPhone.)

### Put iPhone in ring or silent mode

To put iPhone in ring mode or silent mode, flip the Ring/Silent switch.



In ring mode, iPhone plays all sounds. In silent mode (the switch shows orange), iPhone doesn't ring or play alerts or other sound effects (but iPhone may still vibrate).

**Important:** Clock alarms, audio apps such as Music, and many games play sounds through the built-in speaker, even when iPhone is in silent mode. In some regions, the sound effects for Camera, Voice Memos, and Emergency Alerts are played, even when the Ring/Silent switch is set to silent.

For information, see Change iPhone sounds and vibrations.

## **Change iPhone sounds and vibrations**

In Settings , change the sounds iPhone plays when you get a call, text, voicemail, email, reminder, or other type of notification.

On <u>supported models</u>, you feel a tap—called *haptic feedback*—after you perform some actions, such as when you touch and hold the Camera icon on the Home screen.

### Set sound and vibration options

- 1. Go to Settings > Sounds & Haptics (<u>supported models</u>) or Sounds (other models).
- 2. To set the volume for all sounds, drag the slider below Ringers and Alerts.
- 3. To set the tones and vibration patterns for sounds, tap a sound type, such as ringtone or text tone.
- 4. Do any of the following:
  - Choose a tone (scroll to see them all).
    - Ringtones play for incoming calls, clock alarms, and the clock timer; text tones are used for text messages, new voicemail, and other alerts.
  - Tap Vibration, then choose a vibration pattern, or tap Create New Vibration to create your own.

### Turn haptic feedback off or on

- 1. On <u>supported models</u>, go to Settings > Sounds & Haptics.
- 2. Turn System Haptics off or on.

**Tip:** If you're not hearing or seeing incoming calls and alerts when you expect them, <u>open</u>

<u>Control Center</u>, then see if Do Not Disturb is on. If is highlighted, tap it to turn off Do Not Disturb. (When Do Not Disturb is on, also appears in the status bar.)

# View and respond to notifications on iPhone

Notifications help you keep track of what's new—they let you know if you missed a call, if the date of an event moved, and more. You can customize your notification settings so you see only what's important to you. View and respond to notifications on the iPhone Lock screen or in Notification Center.

### Find all your notifications in one place

iPhone displays notifications as they arrive, but if you don't read one right away, it's saved in Notification Center so you can check it later.

To see your notifications in Notification Center, swipe down from the top center of any screen; scroll up to see older notifications.

To close Notification Center, swipe up from the bottom with one finger or press the Home button (on <u>supported models</u>).

### Respond to notifications

When you have multiple notifications, they're grouped by app, which makes them easier to view and manage. Notifications from some apps may also be grouped by organizing features within the app, such as by topic or thread. Grouped notifications appear as small stacks, with the most recent notification on top.

Do any of the following:

- To expand a group of notifications to see them individually, tap the group. To close the group again, tap Show Less.
- To view a notification, tap it.
- To view and respond to a notification or group of notifications, swipe it right, then tap Open.

### Dismiss, clear, and manage notifications

From the Lock screen, do any of the following:

- Handle a notification you receive while using another app: Pull it down to view it, then swipe up to dismiss it.
- *Clear notifications:* Swipe left over the notification or group of notifications, then tap Clear or Clear All.

• Send notifications directly to Notification Center: Swipe left over the notification or group of notifications, tap Manage, then tap Deliver Quietly. This prevents notifications from this app or group from appearing on the Lock screen, playing a sound, lighting up the screen, or presenting a banner.

To see and hear these notifications again, swipe left on a notification in Notification Center, tap Manage, then tap Deliver Prominently.

- Turn off notifications for an app or notification group: Swipe left on a notification or group of notifications, tap Manage, then tap Turn Off.
- Change how an app displays notifications: Swipe left on a notification, tap Manage, tap Settings, then choose an option. You can choose whether to allow notifications from the app, where the notifications appear (in Notification Center, for example), whether to play an alert sound, and so on.
- Clear all your notifications in Notification Center: Tap , then tap Clear.

When you haven't used an app for a while, Siri suggests that you turn off notifications for that app.

## Change notification settings on iPhone

In Settings , choose which apps can send notifications, change the alert sound, set up location-based alerts, allow government alerts, and more.

### **Change notification settings**

Most notification settings can be customized for each app. You can turn app notifications on or off, have notifications play a sound, choose how and where you want app notifications to appear when your device is unlocked, and more.

- 1. Go to Settings > Notifications.
- 2. To choose when you want most notification previews to appear, tap Show Previews, then select an option—Always, When Unlocked, or Never. (You can override this setting for individual apps.)

Previews can include things like text (from Messages and Mail) and invitation details (from Calendar).

3. Tap Back, tap an app below Notification Style, then turn Allow Notifications on or off.

If you turn on Allow Notifications, choose how and where you want the notifications to appear for the app—for example, on the Lock screen or in Notification Center.

You can also set a notification banner style, sound, and badges for many apps.

- 4. Tap Notification Grouping, then choose how you want the notifications grouped:
  - o By App: All the notifications from the app are grouped together.
  - o *Automatic:* The notifications from the app are grouped according to organizing criteria within the app, such as by topic or thread.
  - Off: Turn off grouping.

To turn off notifications selectively for apps, go to Settings > Notifications > Siri Suggestions, then turn off any app.

#### Show recent notifications on the Lock screen

You can allow access to Notification Center on the Lock screen.

- 1. Go to Settings > Face ID & Passcode (iPhone X and later) or Touch ID & Passcode (other models).
- 2. Enter your passcode.
- 3. Turn on Notification Center (below Allow Access When Locked).

#### Silence all your notifications

Ask Siri. Say something like: "Turn on Do Not Disturb." Learn how to ask Siri.

You can also go to Settings > Do Not Disturb, then turn on Do Not Disturb.

#### Set up location-based alerts

Some apps use your location to send you relevant alerts based on where you are. For example, you might get a reminder to call someone when you get to a specific place or when you leave for your next location.

If you don't want to see these types of alerts, you can turn them off.

- 1. Go to Settings > Privacy > Location Services.
- 2. Turn on Location Services.
- 3. Tap an app, then choose whether you want to share your location while using that app.

See the Apple Support article About privacy and Location Services.

#### **Get government alerts**

In some regions, you can turn on alerts in the Government Alerts list. For example, on iPhone in the United States, you can receive presidential alerts, and you can turn AMBER, Public Safety, and Emergency Alerts (which include both Severe and Extreme Imminent Threat alerts) on or off (they're on by default). On iPhone in Japan, you can receive Emergency Earthquake Alerts from the Japan Meteorological Agency.

- 1. Go to Settings > Notifications.
- 2. Scroll down to the Government Alerts section, then turn on the ones you want.

Government alerts vary by carrier and iPhone model, and may not work under all conditions. See the Apple Support article <u>About emergency and government alerts</u>.

### **Set Do Not Disturb on iPhone**

To quickly silence iPhone, whether you're in a movie theater or going to dinner, turn on Do Not Disturb. It silences notifications and calls and prevents them from lighting up the screen.

#### **Turn on Do Not Disturb**

**Ask Siri.** Say something like: "Turn on Do Not Disturb," or "Turn off Do Not Disturb." <u>Learn how to ask Siri.</u>

1. You can also open Control Center, then tap to turn on Do Not Disturb.

When Do Not Disturb is on, Cappears in the status bar.

2. To choose an ending time for Do Not Disturb, touch and hold —in Control Center, then choose an option, such as "For 1 hour" or "Until the end of this event."

You can also tap Schedule, turn on Scheduled, then set beginning and ending times.



#### Allow calls when Do Not Disturb is on

- 1. Go to Settings > Do Not Disturb.
- 2. Do one of the following:
  - o Tap Allow Calls From: To allow incoming calls from selected groups.
  - Turn on Repeated Calls: To allow repeated calls from the same number to come through for emergencies.

# Allow calls from emergency contacts when Do Not Disturb is on

You can allow calls and messages from specific contacts when Do Not Disturb is turned on, follow these steps:

- 1. Open Contacts
- 2. Select a contact, then tap Edit.
- 3. Tap Ringtone or Text Tone, then turn on Emergency Bypass.

Or, <u>create a Medical ID</u> and identify an emergency contact.

Even if Do Not Disturb is on, calls and messages from your emergency contacts come through.

#### **Schedule quiet hours**

- 1. Go to Settings > Do Not Disturb.
- 2. Turn on Scheduled, then set the start time and end time for quiet hours.

#### Choose when Do Not Disturb silences iPhone

You can choose whether Do Not Disturb silences iPhone only when it's locked, or even when it's unlocked.

- 1. Go to Settings > Do Not Disturb.
- 2. Do one of the following:
  - o Silence iPhone any time Do Not Disturb is on: Tap Always.
  - o Silence iPhone only when it's locked: Tap While iPhone is locked.

To help keep calls, text messages, and notifications from distracting you while you drive, use <u>Do Not Disturb While Driving</u>.

To dim your display and silence notifications while you sleep, <u>turn on Do Not Disturb for</u> bedtime.

# Turn on Do Not Disturb While Driving on iPhone

Do Not Disturb While Driving helps you stay focused on the road. When you turn it on, text messages and other notifications are silenced or limited. You can ask Siri to read replies to you, so you don't have to look at your iPhone. Incoming calls are allowed only when iPhone is connected to CarPlay—a car Bluetooth system—or a hands-free accessory, or when you use Do Not Disturb settings to allow some calls.

**WARNING:** For important information about navigation and avoiding distractions that could lead to dangerous situations, see <u>Important safety information for iPhone</u>. Do Not Disturb While Driving is not a substitute for following all rules that prohibit distracted driving.

#### **Turn on Do Not Disturb While Driving**

If iPhone detects you might be driving and you haven't set up Do Not Disturb While Driving, you're asked if you want to turn it on. Otherwise, you can turn it on manually.

- 1. Go to Settings > Do Not Disturb.
- 2. Scroll down, then tap Activate.
- 3. Choose when you want Do Not Disturb While Driving to turn on.
  - o Automatically: When iPhone detects you might be driving.
  - When Connected to Car Bluetooth: When your iPhone is connected to a car's Bluetooth system.
  - o *Manually:* When you turn it on in <u>Control Center</u>.
  - o Activate With CarPlay: Automatically when iPhone is connected to CarPlay.

To add Do Not Disturb While Driving to Control Center, go to Settings > Control Center > Customize Controls, then tap next to Do Not Disturb While Driving.

# Get calls, messages, and notifications when you're a passenger

If Do Not Disturb While Driving becomes active when you're not driving (for example, when you're a passenger), you can turn it off.

1. Tap the Do Not Disturb While Driving notification on the Lock screen.



2. Tap I'm Not Driving.

You can also swipe up from the bottom of the screen (iPhone X and later) or press the Home button (other models), then tap I'm Not Driving.

#### Send an auto-reply text message that you're driving

When Do Not Disturb While Driving is on, by default, an auto-reply is sent to anyone in your Favorites group. You can change who receives the auto-reply.

- 1. Go to Settings > Do Not Disturb > Auto-Reply To.
- 2. Choose one of the following:
  - o No One: Turns off auto-reply.
  - Recents: Sends an auto-reply to anyone you sent a message to in the previous two days, even if they're not in your Contacts.
  - o Favorites: Sends an auto-reply to anyone in your Favorites group in Phone.
  - o All Contacts: Sends an auto-reply to everyone in Contacts.

If anyone responds to your auto-reply message with the message "Urgent," all subsequent texts from that person come through for the remainder of your drive.

#### Create a custom auto-reply text message

- 1. Go to Settings , then tap Do Not Disturb > Auto-Reply.
- 2. Tap the message to bring up the keyboard, then type a new message.

#### Allow some calls

If your car doesn't have Bluetooth or support for CarPlay, you can allow some calls to come through.

- Allow a second call from the same person within 3 minutes: Go to Settings > Do
   Not Disturb, then turn on Repeated Calls.
- Allow calls from your Favorites or everyone: Go to Settings > Do Not Disturb > Allow Calls From.

Note: Do Not Disturb While Driving uses Location Services to determine whether you might be driving or if you're near home, work, or a predicted destination. The location data Apple collects for these purposes doesn't personally identify you. To turn off Location Services for Do Not Disturb While Driving, go to Settings > Privacy > Location Services > System Services, then turn off Location-Based Alerts.

### Set Do Not Disturb for bedtime on iPhone

To silence iPhone when you're going to sleep, you can turn on Do Not Disturb. This setting dims your display, silences calls, and sends notifications to Notification Center until you unlock your iPhone in the morning.

#### Turn on Do Not Disturb for bedtime

- 1. Go to Settings > Do Not Disturb.
- 2. Turn on Do Not Disturb, then turn on Scheduled.
- 3. Tap From, then set the beginning and ending times for your sleep.

During these hours, appears in the status bar.

- 4. Turn on Dim Lock Screen.
- 5. To silence incoming calls, tap Allow Calls From, then select No One.

Do Not Disturb turns off automatically at the end of the quiet hours you specify. To turn it off sooner, tap the Do Not Disturb notification on the Lock screen, then tap Turn Off. When Do Not Disturb is off, notifications resume.

To set a regular bedtime schedule, see <u>Set an alarm or bedtime schedule on iPhone</u>.

To keep calls, text messages, and notifications from distracting you while you drive, <u>Turn on Do Not Disturb While Driving on iPhone</u>.

## Type and edit text on iPhone

You can use the onscreen keyboard to add and edit text in iPhone apps.

#### Enter text using the onscreen keyboard

In any app that allows text editing, open the onscreen keyboard by tapping a text field. Tap individual keys to type, or use QuickPath (not available for all languages) to type a word by sliding from one letter to the next without lifting your finger. To end the word, lift your finger. You can use either method as you type, and even switch in the middle of a

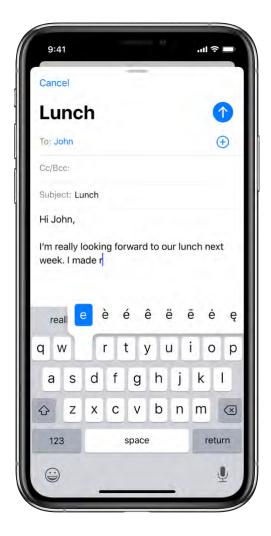
sentence. (If you tap after sliding to type a word, it deletes the whole word.)



*Note:* As you slide to type, you see suggested alternatives to the word you're entering, rather than predictions for your next word.

While entering text, you can do any of the following:

- Type uppercase letters: Tap Shift, or touch the Shift key and slide to a letter.
- Turn on Caps Lock: Double-tap Shift.
- Quickly end a sentence with a period and a space: Double-tap the Space bar.
- Enter numbers, punctuation, or symbols: Tap the Number key  $123_{\text{or the Symbol}}$   $_{\text{key}}$  #+=.
- Undo the last edit: Swipe left with three fingers.
- Redo the last edit: Swipe right with three fingers.
- Enter emoji: Tap or to switch to the Emoji keyboard.
- Enter accented letters or other alternate characters: Touch and hold a key, then slide to choose one of the options.



You can also <u>dictate text</u> or <u>use Magic Keyboard</u> (available separately) to enter text.

#### **Correct spelling**

If you see an incorrectly spelled word underlined in red, you can correct it.

- 1. Tap the underlined word to see suggested corrections.
- 2. Tap a suggestion to replace the underlined word.

If the word you want doesn't appear, type the correction.

#### Type with one hand

To make it easier to type with one hand, you can move the keys closer to your thumb (all models except iPhone SE).

- 1. Touch and hold or .
- 2. Slide to choose one of the keyboard layouts. (For example, choose the keyboard to the right side of the screen.)

To center the keyboard again, tap the right or left edge of the keyboard.

#### **Set typing options**

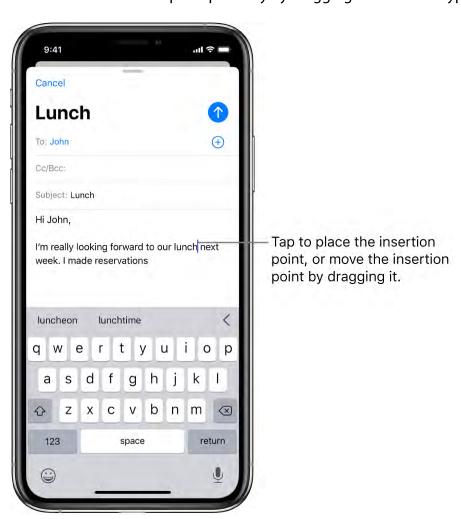
You can turn typing features, such as spell check and auto-correction, on or off.

- 1. While typing text using the onscreen keyboard, touch and hold or , then slide to Keyboard Settings. You can also go to Settings > General > Keyboard.
- 2. In the list, turn special typing features on or off.

#### Select and revise text

To insert, revise, or replace text, do any of the following:

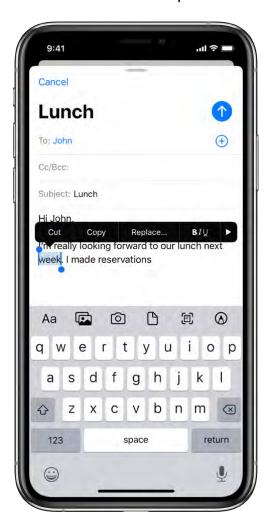
- *Navigate a long document:* Touch and hold the right edge of the document, then drag the scroller to locate the text you want to revise.
- *Insert text:* Tap to place the insertion point where you want to insert text. You can also move the insertion point precisely by dragging it. Then start typing.



- Select a word: Double-tap the word with one finger.
- Select a sentence: Triple-tap the sentence with one finger.
- Select a paragraph: Quadruple-tap with one finger.
- Select a block of text: Touch and hold the first word in the block, then drag to the last word.

After selecting the text you want to revise, you can type, or tap the selection to see options.

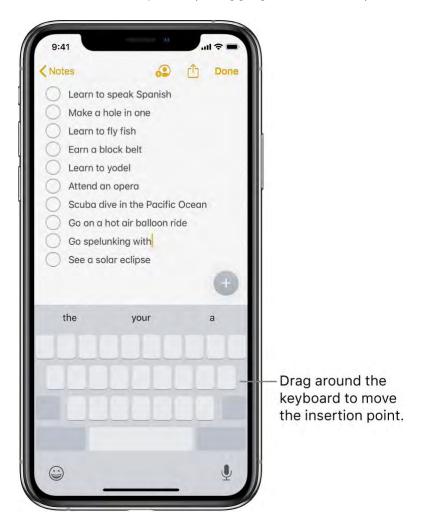
- o Cut: Tap Cut or pinch closed with three fingers two times.
- o Copy: Tap Copy or pinch closed with three fingers.
- o Paste: Tap Paste or pinch open with three fingers.
- Replace: View suggested replacement text, or have Siri suggest alternative text.
- *B/I/U:* Format the selected text.
- : View more options.



With <u>Universal Clipboard</u>, you can cut or copy something on one Apple device and paste it to another. You can also <u>use drag and drop</u> to move selected text within an app.

#### Turn your keyboard into a trackpad

- 1. Touch and hold the Space bar with one finger until the keyboard turns light gray.
- 2. Move the insertion point by dragging around the keyboard.



## Use predictive text on iPhone

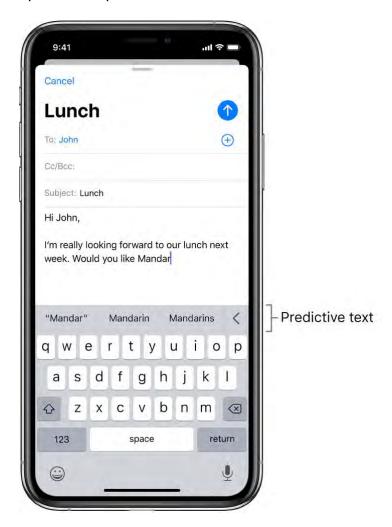
As you type text on the iPhone keyboard, you see predictions for your next word, emoji that could take the place of your word, and other suggestions based on your recent activity and information from your apps (not available for all languages). In Messages, for example, when you type something like:

- "I'm at" followed by a space, your current location appears as an option.
- "My number is" followed by a space, your phone number appears as an option.

#### Accept or reject a predictive text suggestion

While typing text, you can do either of the following:

- Accept a suggested word or emoji by tapping it; accept a highlighted suggestion by entering a space or punctuation.
  - When you tap a suggested word, a space appears after the word. If you enter a comma, period, or other punctuation, the space is deleted.
- Reject the suggestions by tapping your original word (shown as the predictive text option with quotation marks).



### **Turn off predictive text**

- 1. While editing text, touch and hold or or .
- 2. Slide to Keyboard Settings, then turn off Predictive.

When you turn off predictive text, iPhone may still try to suggest corrections for misspelled words. To accept a correction, enter a space or punctuation, or tap return. To reject a correction, tap the "x." If you reject the same suggestion a few times, iPhone stops suggesting it.

### Dictate text on iPhone

On iPhone, dictate text instead of typing it.

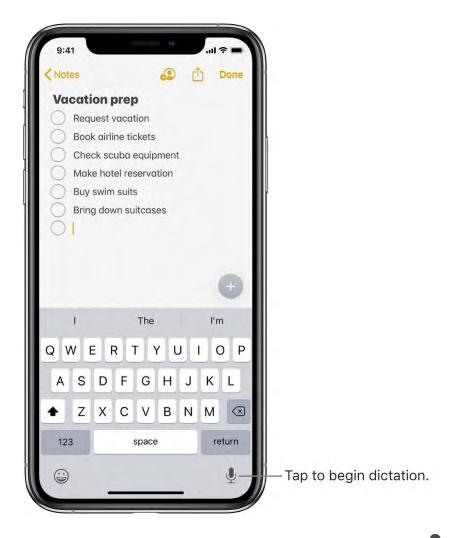
*Note:* Dictation may not be available in all languages or in all regions, and features may vary. Cellular data charges may apply. See <u>View or change cellular settings on iPhone</u>.

#### **Enable Dictation**

- 1. Go to Settings > General > Keyboard.
- 2. Turn on Enable Dictation.

#### **Dictate text**

- 1. Tap on the onscreen keyboard, then speak.



To insert text by dictating, tap to place the insertion point, then tap  $\frac{\P}{2}$ . You can also replace selected text by dictating.

### Add punctuation or format text

While dictating text, say the punctuation or formatting.

For example, "Dear Mary comma the check is in the mail exclamation mark" becomes "Dear Mary, the check is in the mail!" Punctuation and formatting commands include the following:

- quote ... end quote
- new paragraph
- new line
- cap—to capitalize the next word
- caps on ... caps off—to capitalize the first character of each word
- all caps—to make the next word all uppercase
- all caps on ... all caps off—to make the enclosed words all uppercase
- no caps on ... no caps off—to make the enclosed words all lowercase

- no space—to eliminate the space between two words (not available for all languages)
- no space on ... no space off—to run a series of words together (not available for all languages)
- smiley—to insert :-)
- frowny—to insert :-(
- winky—to insert ;-)

# Save keystrokes on iPhone with text replacements

Set up a text replacement you can use to enter a word or phrase by typing just a few characters. For example, type "omw" to enter "On my way!" That one's already set up for you, but you can also add your own.



#### **Create a text replacement**

- While typing in a text field, touch and hold or
   Slide to Verify 100.
- 2. Slide to Keyboard Settings.
- 3. Tap Text Replacement.
- 4. Tap at the top right.
- 5. Type a phrase in the Phrase field and the text shortcut you want to use for it in the Shortcut field.

#### Have a word or phrase you use and don't want it corrected?

Tap to create a shortcut, then enter your word or phrase in the Phrase field, but leave the Shortcut field blank.

# Use iCloud to keep your personal dictionary up to date on your other devices

Go to Settings > [your name] > iCloud, then turn on iCloud Drive.

# Add or change keyboards on iPhone

You can turn typing features, such as spell checking, on or off; add keyboards for writing in different languages; and change the layout of your onscreen keyboard or your wireless keyboard.

If you add keyboards for other languages, you can type in two languages without having to switch between keyboards. Your keyboard automatically switches between the two languages you use most often. (Not available for all languages.)

#### **Set typing features**

You can turn on or off special typing features—such as spell check, auto-correction, and auto-capitalization—that assist you when you type on iPhone.

- 1. While typing text, touch and hold or the slide to Keyboard Settings; or go to Settings > General > Keyboard.
- 2. In the list, turn special typing features on or off.

#### Add a keyboard for another language

- 1. Go to Settings > General > Keyboard > Keyboards.
- 2. Tap Add New Keyboard, then choose a keyboard.

See <u>Use international keyboards on iPhone</u>.

#### Switch to another keyboard

- While typing text, touch and hold or
   Slide your for
- 2. Slide your finger to the name of the keyboard you want to switch to.

You can also tap or to switch from one keyboard to another. Continue tapping to access other enabled keyboards.

To switch between keyboards on Magic Keyboard, see Switch keyboards.

#### Change the keyboard layout

- 1. Go to Settings > General > Keyboard.
- 2. Tap Keyboards, select a keyboard, then choose a layout.

## Use international keyboards on iPhone

With international keyboards you can type text in many different languages, including Asian languages and languages written from right to left. For a list of supported keyboards, go to Apple's <u>iPhone website</u>, choose your iPhone, click Tech Specs, then scroll to Languages.

#### Manage keyboards in Settings

- 1. Go to Settings > General > Keyboard.
- 2. Tap Keyboards, then do any of the following:
  - Add a keyboard: Tap Add New Keyboard, then choose a keyboard from the list. Repeat to add more keyboards.
  - o *Remove a keyboard:* Tap Edit, tap next to the keyboard you want to remove, tap Delete, then tap Done.
  - o Edit your keyboard list: Tap Edit, drag next to a keyboard to a new place in the list, then tap Done.

If you add an international keyboard, the corresponding language is automatically added to the Preferred Language Order list. You can view this list and add languages directly to it in Settings > General > Language & Region. You can also reorder the list to change how apps and websites display text.

If you've added keyboards in other languages, you can type in two languages without having to switch between keyboards. Your keyboard automatically switches between the two languages you type in most often. (Not available for all languages.)

#### Switch keyboards while typing

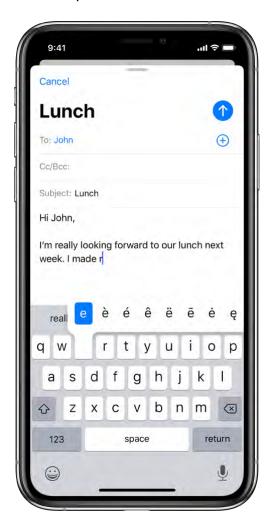
- 1. While typing text, touch and hold on the keyboard.
- 2. Slide your finger to the name of the keyboard you want to switch to.

You can also tap to switch from one keyboard to another. Continue tapping to access other enabled keyboards.

#### Enter accented letters or other characters while typing

While typing, touch and hold the letter, number, or symbol on the keyboard that's related to the character you want.

For example, to enter é, touch and hold the e key, then slide to choose a variant.



You can also do any of the following:

- On a Thai keyboard: To choose native numbers, touch and hold the related Arabic number.
- On a Chinese, Japanese, or Arabic keyboard: Tap a suggested character or candidate at the top of the keyboard to enter it, or swipe left to see more candidates.

*Note:* To view the full candidate list, tap the up arrow on the right. To return to the short list, tap the down arrow.

#### Create a text replacement

When using certain Chinese or Japanese keyboards, you can create a text replacement for word and input pairs. The text replacement is added to your personal dictionary. When you type a text shortcut while using a supported keyboard, the paired word or input is substituted for the typed shortcut.

Shortcuts are available for the following:

- Simplified Chinese: Pinyin
- *Traditional Chinese:* Pinyin and Zhuyin
- Japanese: Romaji and Kana
- 1. Go to Settings > General > Keyboard.
- 2. Tap Text Replacement.
- 3. Tap at the top right.
- 4. Type a word or input in the Phrase field and the text shortcut you want to use for it in the Shortcut field.

## **Reset your personal dictionary**

- 1. Go to Settings > General > Reset.
- 2. Tap Reset Keyboard Dictionary.

All custom words and shortcuts are deleted, and the keyboard dictionary returns to its default state.

# Use special input methods on iPhone

On iPhone, you can use special keyboards, your finger, or a stylus to enter some languages in different ways. A few examples are Chinese Cangjie and Wubihua, Japanese Kana, and Facemarks. You can also use your finger or a stylus to write Chinese characters on the screen.

# Build Chinese characters from the component Cangjie keys

As you type, suggested characters appear.

To choose a character, type it, or continue typing up to five components to see more options.

#### **Build Chinese Wubihua (stroke) characters**

1. Use the keypad to build Chinese characters using up to five strokes, in the correct writing sequence: horizontal, vertical, left falling, right falling, and hook.

For example, the Chinese character 圈 (circle) should begin with the vertical stroke | .

- 2. Do any of the following:
  - As you type, suggested Chinese characters appear (the most commonly used characters appear first). Tap a character to choose it.
  - o If you're not sure of the correct stroke, enter an asterisk (\*). To see more character options, type another stroke, or scroll through the character list.
  - o Tap the match key (匹配) to show only characters that match exactly what you typed.

#### Write Chinese characters

Write Chinese characters directly on the screen with your finger when Simplified or

Traditional Chinese handwriting input is turned on (go to Settings > General > Keyboard > Keyboards > Add New Keyboard).

As you write character strokes, iPhone recognizes them and shows matching characters and predictions above the handwriting area. To enlarge the handwriting area, drag the handle above the suggestions. Tap a suggestion to use it.



#### Type Japanese kana

Use the Kana keypad to select syllables.

For more syllable options, drag the list to the left or tap the arrow key.

### Type Japanese romaji

1. Use the Romaji keyboard to type syllables.

Alternative choices appear along the top of the keyboard.

2. Tap a syllable to type it.

For more syllable options, tap the arrow key and select another syllable or word from the window.

## Type facemarks or emoticons

Do one of the following:

- Use the Japanese Kana keyboard: Tap \_\_\_\_
- Use the Japanese Romaji keyboard: Tap 123, then tap \_\_\_\_.
  Use the Chinese (Simplified) Pinyin or (Traditional) Zhuyin or Pinyin keyboard: Tap  $123_{tap} #+=_{then tap} ^{\wedge \wedge}$

## Use iPhone to search for content

When you search on iPhone, you get results from the Internet, from media and other content on your iPhone, from iTunes and the App Store, and from your apps, like Maps and Contacts. Powered by Siri, Search offers suggestions and updates results as you type.

In Settings , you can specify which apps you want to be included in search results.

#### Search with iPhone

- 1. Swipe down from the middle of the Home screen.
- 2. Tap the search field, then enter what you're looking for.
- 3. Do any of the following:
  - o Hide the keyboard and see more results on the screen: Tap Search.
  - o *Open a suggested app:* Tap it.
  - o Get more information about a search suggestion: Tap it, then tap one of the results to open it.
  - Start a new search: Tap in the search field.



## Choose which apps to include in Search

- 1. Go to Settings > Siri & Search.
- 2. Scroll down, tap an app, then turn Show in Search on or off.

## **Turn off Suggestions in Search**

Go to Settings > Siri & Search, then turn off Suggestions in Search.

## **Turn off Location Services for suggestions**

- 1. Go to Settings > Privacy > Location Services.
- 2. Tap System Services, then turn off Location-Based Suggestions.

#### Search in apps

Many apps include a search field or a search button so you can find something within the app. For example, in the Maps app, you can search for a specific location.

In an app, tap the search field or button (if there is one).
 If you don't see a search field or button, swipe down from the top.

2. Type your search, then tap Search.

# Use and customize Control Center on iPhone

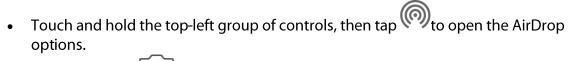
Control Center gives you instant access to airplane mode, Do Not Disturb, a flashlight, and other handy features.

#### **Open Control Center**

- *iPhone X and later:* Swipe down from the top-right edge. To close Control Center, swipe up from the bottom.
- Other models: Swipe up from the bottom. To close Control Center, swipe down or press the Home button.

#### **Access more controls in Control Center**

Many controls offer additional options. To see available options, touch and hold a control. For example, you can do the following in Control Center:



• Touch and hold to take a selfie, take a photo, or record a video.



#### Temporarily disconnect from a Wi-Fi network

In Control Center, tap ; to reconnect, tap it again.

To see the name of the connected Wi-Fi network, touch and hold



Because Wi-Fi isn't turned off when you disconnect from a network, AirPlay and AirDrop still work, and iPhone joins known networks when you change locations or restart iPhone.

To turn off Wi-Fi, go to Settings > Wi-Fi. (To turn on Wi-Fi again in Control Center, tap .) For information about turning Wi-Fi on or off in Control Center while in airplane

mode, see Choose iPhone settings for travel.

### **Temporarily disconnect from Bluetooth devices**

In Control Center, tap \*; to allow connections, tap the button again.

Because Bluetooth isn't turned off when you disconnect from devices, location accuracy and other services are still enabled. To turn off Bluetooth, go to Settings > Bluetooth, then turn off Bluetooth. To turn on Bluetooth again in Control Center, tap . For information about turning Bluetooth on or off in Control Center while in airplane mode, see Choose iPhone settings for travel.

#### **Turn off access to Control Center in apps**

Go to Settings > Control Center, then turn off Access Within Apps.

#### Add and organize controls

- Go to Settings > Control Center > Customize Controls.
- 2. To add or remove controls, tap or or.
- 3. To rearrange controls, touch next to a control, then drag it to a new position.

# Important safety information for iPhone

**WARNING:** Failure to follow these safety instructions could result in fire, electric shock, injury, or damage to iPhone or other property. Read all the safety information below before using iPhone.

**Handling** Handle iPhone with care. It is made of metal, glass, and plastic and has sensitive electronic components inside. iPhone or its battery can be damaged if dropped, burned, punctured, or crushed, or if it comes in contact with liquid. If you suspect damage to iPhone or the battery, discontinue use of iPhone, as it may cause overheating or injury. Don't use iPhone with cracked glass, as it may cause injury. If you're concerned about scratching the surface of iPhone, consider using a case or cover.

**Repairing** Don't open iPhone and don't attempt to repair iPhone yourself. Disassembling iPhone may damage it, result in loss of splash and water resistance (supported models), or cause injury to you. iPhone 8 and later, iPhone 7, and iPhone 7 Plus contain one or more lasers that could be damaged during repair or disassembly, which could result in hazardous exposure to infrared laser emissions that are not visible. If iPhone is damaged or malfunctions, contact Apple or an Apple Authorized Service Provider. Repairs by service providers other than Apple or an Apple Authorized Service Provider may not involve the use of Apple genuine parts and may affect the safety and functionality of the device. You can find more information about repairs and service at the iPhone Repair website.

**Battery** Don't attempt to replace the iPhone battery yourself. The lithium-ion battery in iPhone should be replaced by Apple or an authorized service provider. Improper replacement or repair could damage the battery, cause overheating, or result in injury. The battery must be recycled or disposed of separately from household waste. Don't incinerate the battery. For information about battery service and recycling, see the <a href="Battery Service">Battery Service</a> and <a href="Recycling website">Recycling website</a>.

**Distraction** Using iPhone in some circumstances may distract you and might cause a dangerous situation (for example, avoid using headphones while riding a bicycle and avoid typing a text message while driving a car). Observe rules that prohibit or restrict the use of mobile devices or headphones. For more about safety while driving, see <u>Turn on Do Not Disturb While Driving on iPhone</u>.

**Navigation** Maps depends on data services. These data services are subject to change and may not be available in all regions, resulting in maps and location-based information that may be unavailable, inaccurate, or incomplete. Compare the information provided in Maps to your surroundings. Use common sense when navigating. Always observe current road conditions and posted signs to resolve any discrepancies. Some Maps features require Location Services.

**Charging** Charge iPhone with the included USB cable and power adapter, or on supported models, by placing iPhone face up on a Qi-certified charger. You can also charge iPhone with "Made for iPhone" or other third-party cables and power adapters that are compliant with USB 2.0 or later and with applicable country regulations and international and regional safety standards, including the International Standard for Safety Information Technology Equipment (IEC 60950-1). Other adapters may not meet applicable safety standards, and charging with such adapters could pose a risk of death or injury.

Using damaged cables or chargers, or charging when moisture is present, can cause fire, electric shock, injury, or damage to iPhone or other property. When you use the Apple USB power adapter to charge iPhone, make sure the USB cable is fully inserted into the power adapter before you plug the adapter into a power outlet. It's important to keep iPhone and its power adapter or wireless charger in a well-ventilated area when in use or charging. When using a wireless charger, remove metallic cases and avoid placing metallic foreign objects on the charger (for example, keys, coins, batteries, or jewelry), as they may become warm or interfere with charging.

**Charging cable and connector** Avoid prolonged skin contact with the charging cable and connector when the charging cable is connected to a power source because it may cause discomfort or injury. Sleeping or sitting on the charging cable or connector should be avoided.

**Prolonged heat exposure** iPhone and its USB power adapter comply with applicable surface temperature standards and limits defined by the International Standard for Safety of Information Technology Equipment (IEC 60950-1). However, even within these limits, sustained contact with warm surfaces for long periods of time may cause discomfort or injury. Use common sense to avoid situations where your skin is in contact with a device,

its power adapter, or a wireless charger when it's operating or connected to a power source for long periods of time. For example, don't sleep on a device, power adapter, or wireless charger, or place them under a blanket, pillow, or your body, when it's connected to a power source. Keep your iPhone and its power adapter in a well-ventilated area when in use or charging. Take special care if you have a physical condition that affects your ability to detect heat against the body.

**USB power adapter** To operate the Apple USB power adapter safely and reduce the possibility of heat-related injury or damage, plug the power adapter directly into a power outlet. Don't use the power adapter in wet locations, such as near a sink, bathtub, or shower stall, and don't connect or disconnect the power adapter with wet hands. Stop using the power adapter and any cables if any of the following conditions exist:

- The power adapter plug or prongs are damaged.
- The charge cable becomes frayed or otherwise damaged.
- The power adapter is exposed to excessive moisture, or liquid is spilled into the power adapter.
- The power adapter has been dropped, and its enclosure is damaged.

18W USB power adapter specifications:

• Frequency: 50 to 60 Hz, single phase

• Line voltage: 100 to 240 V

• Output voltage: 5V/3A or 9V/2A

5W USB power adapter specifications:

• Frequency: 50 to 60 Hz, single phase

Line voltage: 100 to 240 VOutput voltage: 5V/1A

**Hearing loss** Listening to sound at high volumes may damage your hearing. Background noise, as well as continued exposure to high volume levels, can make sounds seem quieter than they actually are. Turn on audio playback and check the volume before inserting anything in your ear. For information about how to set a maximum volume limit, see <u>Play music on iPhone</u>. For more information about hearing loss, see the <u>Sound and Hearing</u> website.

**WARNING:** To prevent possible hearing damage, do not listen at high volume levels for long periods.

**Radio frequency exposure** iPhone uses radio signals to connect to wireless networks. For information about radio frequency (RF) energy resulting from radio signals, and steps

you can take to minimize exposure, go to Settings > General > About > Legal > RF Exposure, or see the RF Exposure website.

**Radio frequency interference** Observe signs and notices that prohibit or restrict the use of electronic devices. Although iPhone is designed, tested, and manufactured to comply with regulations governing radio frequency emissions, such emissions from iPhone can negatively affect the operation of other electronic equipment, causing them to malfunction. When use is prohibited, such as while traveling in aircraft, or when asked to

do so by authorities, turn off iPhone, or <u>use airplane mode</u> or Settings > Wi-Fi and Settings > Bluetooth to turn off the iPhone wireless transmitters.

**Medical device interference** iPhone contains components and radios that emit electromagnetic fields. iPhone contains magnets, and the included EarPods also have magnets. These electromagnetic fields and magnets may interfere with medical devices, such as pacemakers and defibrillators. Consult your physician and medical device manufacturer for information specific to your medical device and whether you need to maintain a safe distance of separation between your medical device and iPhone and the EarPods. If you suspect iPhone or the EarPods are interfering with your medical device, stop using iPhone or EarPods.

**Not a medical device** iPhone is not a medical device and should not be used as a substitute for professional medical judgment. It is not designed or intended for use in the diagnosis of disease or other conditions, or in the cure, mitigation, treatment, or prevention of any condition or disease. Please consult your healthcare provider prior to making any decisions related to your health.

**Medical conditions** If you have any medical condition or experience symptoms that you believe could be affected by iPhone or flashing lights (for example, seizures, blackouts, eyestrain, or headaches), consult with your physician prior to using iPhone.

**Explosive and other atmospheric conditions** Charging or using iPhone in any area with a potentially explosive atmosphere, such as areas where the air contains high levels of flammable chemicals, vapors, or particles (such as grain, dust, or metal powders), may be hazardous. Exposing iPhone to environments having high concentrations of industrial chemicals, including near evaporating liquified gasses such as helium, may damage or impair iPhone functionality. Obey all signs and instructions.

**Repetitive motion** When you perform repetitive activities such as typing, swiping, or playing games on iPhone, you may experience discomfort in your hands, arms, wrists, shoulders, neck, or other parts of your body. If you experience discomfort, stop using iPhone and consult a physician.

**High-consequence activities** This device is not intended for use where the failure of the device could lead to death, personal injury, or severe environmental damage.

**Choking hazard** Some iPhone accessories may present a choking hazard to small children. Keep these accessories away from small children.

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