






Photos and videos that you receive in messages or save from a webpage are saved to your Photos tab. They can also be viewed in the Camera Roll or, if you're using iCloud Photo Library beta, the All Photos album.




Edit photos and trim videos

You can edit photos right on iPad. If your photos are stored in iCloud, your edits are updated across all your devices set up with iCloud, and both your original and edited versions are saved. If you delete a photo, it's deleted from all your devices and iCloud. Photo app extensions can provide special editing options. See [App extensions](#) on page 23.

Edit a photo. View the photo full screen, tap Edit, then tap one of the tools. To edit a photo not taken with iPad, tap the photo, tap Edit, then tap Duplicate and Edit.

- Auto-enhance  improves a photo's exposure, contrast, saturation, and other qualities.
- With the Remove Red-eye tool , tap each eye that needs correcting.
- Tap , and Photos suggests an optimal crop, but you can drag the corners of the grid tool to set your own crop. Move the wheel to tilt or straighten the photo. Tap Auto to align the photo with the horizon, and tap Reset to undo alignment changes. Tap  to rotate the photo 90 degrees. Tap  to choose a standard crop ratio, such as 2:3 or Square.



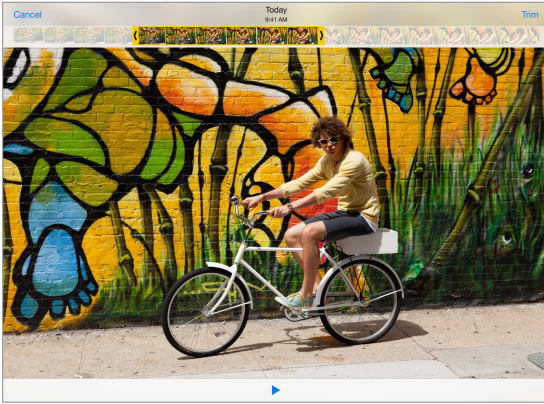
- Photo filters  let you apply different color effects, such as Mono or Chrome.
- Tap Adjustments  to set Light, Color, and B&W (black & white) options. Tap the down arrow, then tap  next to Light, Color, or B&W to choose the element you want to adjust. Move the slider to the desired effect.

Compare the edited version to the original. Touch and hold the photo to view the original. Release to see your edits.

Don't like the results? Tap Cancel, then tap Discard Changes. Tap Done to save changes.

Revert to original. After you edit a photo and save your edits, you can revert to the original image. Tap the image, tap Edit, then tap Revert.



Trim a video. Tap the screen to display the controls, drag either end of the frame viewer, then tap Trim.



Important: If you choose Trim Original, the trimmed frames are permanently deleted from the original video. If you choose Save as New Clip, a new trimmed video clip is saved in your Videos album and the original video is unaffected.

Print photos

Print to an AirPrint-enabled printer:

- *Print a single photo:* Tap , then tap Print.
- *Print multiple photos:* While viewing a photo album, tap Select, select the photos, tap , then tap Print.

See [AirPrint](#) on page 38.

Import photos and videos

You can import photos and videos directly from a digital camera, from another iOS device with a camera, or from an SD memory card. For iPad (4th generation or later) or iPad mini, use the Lightning to SD Card Camera Reader or the Lightning to USB Camera Adapter (both sold separately). For earlier iPad models, use the iPad Camera Connection Kit (sold separately), which includes both an SD card reader and a camera connector.

Import photos:

- 1 Insert the SD card reader or camera connector into the iPad Lightning connector or 30-pin dock connector.
 - *Use an SD memory card:* Insert the card in the slot on the SD card reader. Don't force the card into the slot; it fits only one way.
 - *Connect a camera or iOS device:* Use the USB cable that came with the camera or iOS device, and connect it to the USB port on the camera connector. If you're using an iOS device, make sure it's turned on and unlocked. To connect a camera, make sure the camera is turned on and in transfer mode. For more information, see the documentation that came with the camera.
- 2 Unlock iPad.
- 3 The Photos app opens and displays the photos and videos available for importing.

- 4 Select the photos and videos to import.
 - *Import all items:* Tap Import All.
 - *Import just some items:* Tap the items you want to import (a checkmark appears for each), tap Import, then tap Import Selected.
- 5 After the photos are imported, keep or delete the photos and videos on the card, camera, or iOS device.
- 6 Disconnect the SD card reader or camera connector.

A new event in the Last Import album contains all the photos you just imported.

To transfer the photos to your computer, connect iPad to your computer and import the images with a photo application such as iPhoto or Adobe Elements.

Photos settings

Settings for Photos are in Settings > Photos & Camera. These include:



- iCloud Photo Library beta, My Photo Stream, iCloud Photo Sharing, and Upload Burst Photos
- Photos Tab
- Slideshow
- Camera Grid
- HDR (High Dynamic Range)

Camera

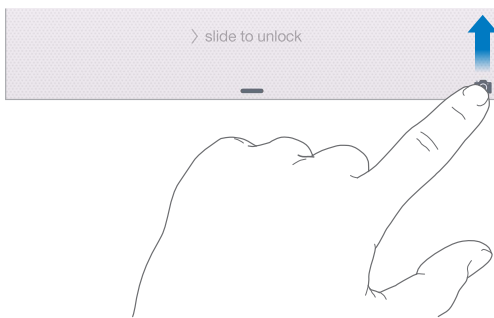
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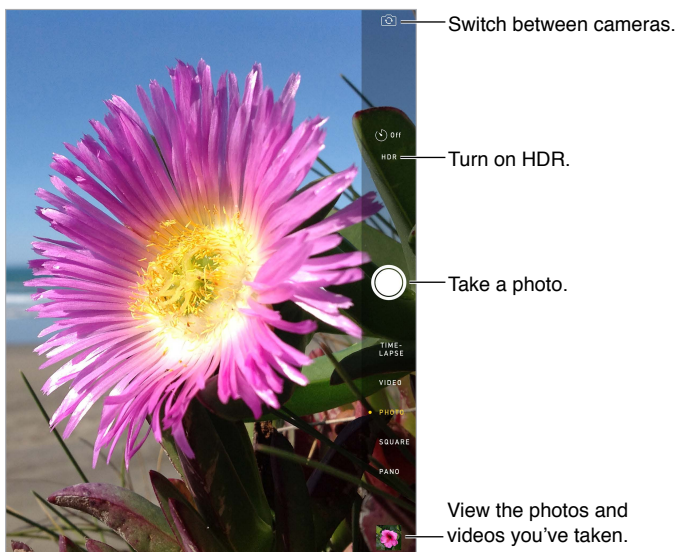
Camera at a glance

Quick! Get the camera! From the Lock screen, just swipe  up. Or swipe up from the bottom edge of the screen to open Control Center, then tap .

Note: When you open Camera from the Lock screen, you can view and edit photos and videos you take while the device is locked by tapping the thumbnail at the lower-left corner of the screen. To share photos and videos, first unlock iPad.



With iPad, you can take both still photos and videos using the front FaceTime camera or the back camera.






Take photos and videos

Camera offers several modes, which let you shoot stills, square-format photos, time-lapse, videos, and panoramas.


Choose a mode. Drag up or down, or tap the camera mode labels to choose Time-Lapse, Video, Photo, Square, or Pano.

Take a photo. Choose Photo, then tap the Take Picture button or press either volume button.

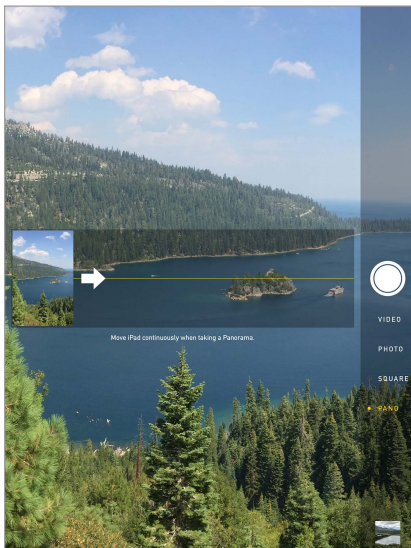
- **Take Burst shots:** (iPad Air 2) Touch and hold the Take Picture button to take rapid-fire photos in bursts (available while in Square or Photo mode). The shutter sound is different, and the counter shows how many shots you've taken, until you lift your finger. To see the suggested shots and select the photos you want to keep, tap the thumbnail, then tap Select. The gray dot(s) mark the suggested photos. To copy a photo from the burst as a separate photo in your Bursts album in Photos, tap the circle in the lower-right corner of the photo. To delete the burst of photos, tap it, then tap .
- **Apply a filter:** Tap  to apply different color effects, such as Mono or Chrome. To turn off a filter, tap , then tap None. You can also apply a filter later, when you edit the photo. See [Edit photos and trim videos](#) on page 81.

A rectangle briefly appears where the exposure is set. When you photograph people, face detection (iPad 3rd generation or later) balances the exposure across up to 10 faces. A rectangle appears for each face detected.

Exposure is automatic, but you can set the exposure manually for the next shot by tapping an object or area on the screen. With an iSight camera, tapping the screen sets the focus and the exposure, and face detection is temporarily turned off. To lock the exposure and focus, touch and hold until the rectangle pulses. Take as many photos as you want. When you tap the screen again, the automatic settings and face detection turn back on.

Adjust the exposure. Tap to see  next to the exposure rectangle, then slide up or down to adjust the exposure.

Take a panorama photo. (iSight camera) Choose Pano, tap the Take Picture button, then pan slowly in the direction of the arrow. To pan in the other direction, first tap the arrow. To pan vertically, first rotate iPad to landscape orientation. You can reverse the direction of a vertical pan, too.



Capture an experience with time-lapse. Choose Time-Lapse, set up iPad where you want, then tap the Record Time-Lapse Video button to start capturing a sunset, a flower opening, or other experiences over a period of time. Tap the Record Time-Lapse Video button again to stop. The time-lapse photos are compiled into a short video that you can watch and share.


Shoot some video. Choose Video, then tap the Record Video button or press either volume button to start and stop recording. Video records at 30 fps (frames per second).

Take it slow. (iPad Air 2) Choose Slo-Mo to shoot slow motion video at 120 fps. You can set which section to play back in slow-motion when you edit the video.

Set the slow-motion section of a video. Tap the thumbnail, then use the vertical bars beneath the frame viewer to set the section you want to play back in slow motion.

Zoom in or out. (iSight camera) Pinch and spread the image on the screen. With iPad Air (all models) and iPad mini 2 and later, zooming works in video mode as well as photo mode.

If Location Services is turned on, photos and videos are tagged with location data that can be used by apps and photo-sharing websites. See [Privacy](#) on page 40.

Use the capture timer to put yourself in the shot. Avoid “camera shake” or add yourself to a picture by using the capture timer. To include yourself, first stabilize iPad and frame your shot. Tap , tap 3s (seconds) or 10s, then tap the Take Picture button.

Want to capture what’s displayed on your screen? Simultaneously press and release the Sleep/Wake and Home buttons. The screenshot is added to the Photos tab in Photos and can also be viewed in the Camera Roll album or All Photos album (if you’re using iCloud Photo Library beta).

Make it better. You can edit photos and trim videos, right on iPad. See [Edit photos and trim videos](#) on page 81.

HDR

HDR (High Dynamic Range) helps you get great shots, even in high-contrast situations. The best parts of three quick shots, taken at different exposures (long, normal, and short), are blended together into a single photo.

Use HDR. (iSight camera on iPad 3rd generation or later) Tap HDR. The flash is temporarily turned off. For best results, keep both iPad and the subject still.

Keep the normal photo in addition to the HDR version. Go to Settings > Photos & Camera > Keep Normal Photo. Both the normal and HDR versions of the photo appear in Photos. HDR versions of photos in your Camera Roll are marked with “HDR” in the corner.

View, share, and print

Photos and videos you take are saved in Photos. With iCloud Photo Library beta turned on, all new photos and videos are automatically uploaded and available in Photos on all your iOS 8.1 devices set up with iCloud Photo Library beta. See [iCloud Photo Library beta](#) on page 79. With iCloud Photo Library beta off, you can collect up to 1,000 of your most recent photos from all of your enabled devices in the My Photo Stream album. See [My Photo Stream](#) on page 78.

View your photos. Tap the thumbnail image, then swipe left or right to see the photos you’ve taken recently. Tap All Photos to see everything in the Photos app.

Tap the screen to show or hide the controls.

Get sharing and printing options. Tap . See [Share from apps](#) on page 34.

Upload photos and videos to your computer. Use iCloud Photo Library beta to upload photos and videos from your iPad to iCloud and access them on your iOS 8.1 devices signed into iCloud Photo Library beta using the same Apple ID. You can also upload and download your photos and videos from the Photos app on iCloud.com. See [iCloud Photo Library beta](#) on page 79.

Sync photos and videos to iPad from your Mac. Use the Photos settings pane in iTunes. See [Sync with iTunes](#) on page 18.

Camera settings

Go to Settings > Photos & Camera for camera options, which include:

- iCloud Photo Library beta, My Photo Stream, and iCloud Photo Sharing
- Slideshow
- Grid
- HDR

Adjust the volume of the shutter sound with the Ringer and Alerts settings in Settings > Sounds. Or mute the sound using the Ring/Silent switch. (In some countries muting is disabled.)

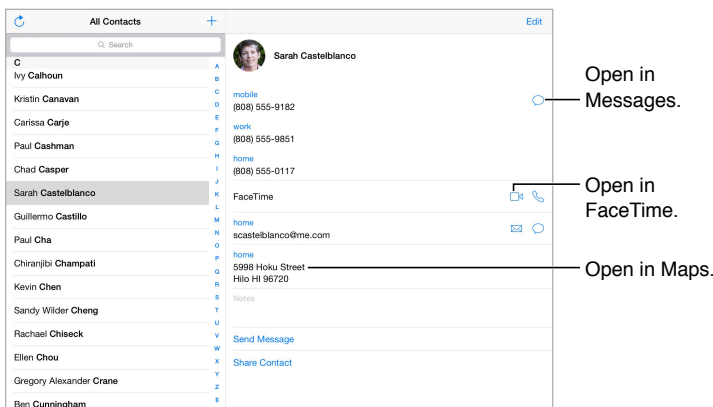
Contacts

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Contacts at a glance

iPad lets you access and edit your contact lists from personal, business, and other accounts.



Set your My Info card for Safari, Siri, and other apps. Go to Settings > Mail, Contacts, Calendars, then tap My Info and select the contact card with your name and information.

Let Siri know who's who. While editing your My Info card, tap Add Related Name to define relationships you want Siri to know about, so you can say things like “send a message to my sister.” You can also add relationships using Siri. Say, for example, “John Appleseed is my brother.”

Find a contact. Use the search field at the top of the contacts list. You can also search your contacts using Spotlight Search (see [Spotlight Search](#) on page 31).

Share a contact. Tap a contact, then tap Share Contact. See [Share from apps](#) on page 34.

Change a label. If a field has the wrong label, such as Home instead of Work, tap Edit. Then tap the label and choose one from the list, or tap Custom Field to create one of your own.

Add your friends' social profiles. While viewing a contact, tap Edit, then tap “add social profile.” You can add Twitter, Facebook, LinkedIn, Flickr, Myspace, and Sina Weibo accounts, or create a custom entry.

Delete a contact. Go to the contact's card, then tap Edit. Scroll down, then tap Delete Contact.

Add contacts

Besides entering contacts, you can:

- *Use your iCloud contacts:* Go to Settings > iCloud, then turn on Contacts.
- *Import your Facebook Friends:* Go to Settings > Facebook, then turn on Contacts in the “Allow These Apps to Use Your Accounts” list. This creates a Facebook group in Contacts.

- *Use your Google contacts:* Go to Settings > Mail, Contacts, Calendars, tap your Google account, then turn on Contacts.
- *Access a Microsoft Exchange Global Address List:* Go to Settings > Mail, Contacts, Calendars, tap your Exchange account, then turn on Contacts.
- *Set up an LDAP or CardDAV account to access business or school directories:* Go to Settings > Mail, Contacts, Calendars > Add Account > Other. Tap Add LDAP account or Add CardDAV account, then enter the account information.
- *Sync contacts from your computer, Yahoo!, or Google:* In iTunes on your computer, turn on contact syncing in the device info pane. For information, see iTunes Help.
- *Import contacts from a vCard:* Tap a .vcf attachment in an email or message.

Search a directory. Tap Groups, tap the GAL, CardDAV, or LDAP directory you want to search, then enter your search. To save a person's info to your contacts, tap Add Contact.

Show or hide a group. Tap Groups, then select the groups you want to see. This button appears only if you have more than one source of contacts.

Update your contacts using Twitter, Facebook, and Sina Weibo. Go to Settings > Twitter, Settings > Facebook, or Settings > Sina Weibo, then tap Update Contacts. This updates contact photos and social media account names in Contacts.

Unify contacts

When you have contacts from multiple sources, you might have multiple entries for the same person. To keep redundant contacts from appearing in your All Contacts list, contacts from different sources that have the same name are linked and displayed as a single *unified contact*. When you view a unified contact, the title Unified Info appears.

Unify contacts. If two entries for the same person aren't linked automatically, you can unify them manually. Edit one of the contacts, then tap Link Contact and choose the other contact to link to.

Linked contacts aren't merged. If you change or add information in a unified contact, the changes are copied to each source account where that information already exists.

If you link contacts with different first or last names, the names on the individual cards won't change, but only one name appears on the unified card. To choose which name appears when you view the unified card, tap Edit, tap the linked card with the name you prefer, then tap Use This Name For Unified Card.

Contacts settings

To change Contacts settings, go to Settings > Mail, Contacts, Calendars, where you can:

- Change how contacts are sorted
- Display contacts by first or last name
- Change how long names are shortened in lists
- Choose to show recent contacts in the multitasking screen
- Set a default account for new contacts
- Set your My Info card

Clock

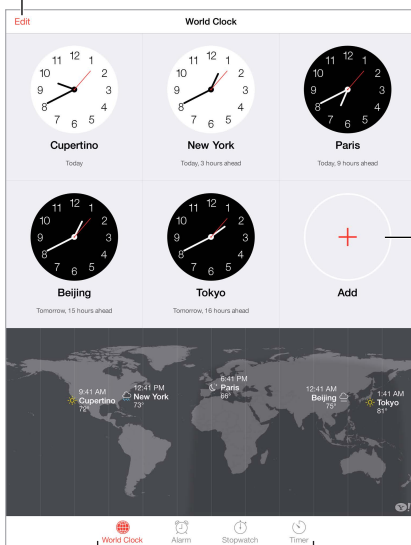
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Clock at a glance

The first clock displays the time based on your location when you set up iPad. Add other clocks to show the time in other major cities and time zones.

Delete clocks or
change their order.

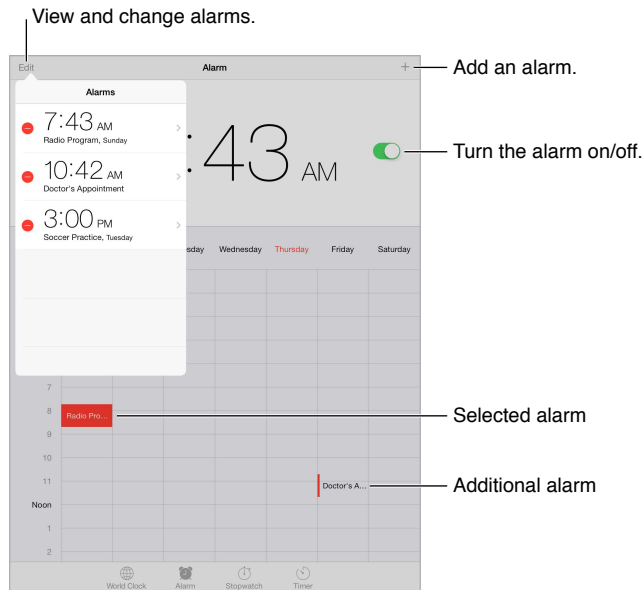


Add a clock.

View clocks, set an alarm,
time an event, or set a timer.


Alarms and timers

Want iPad to wake you? Tap Alarm, then tap +. Set your wake-up time and other options, then give the alarm a name (like “Good morning”).



Keep track of time. Use the stopwatch to keep time, record lap times, or set a timer to alert you when time's up. If you're soft boiling an egg, just tell Siri to “Set the timer for 3 minutes.”

Want to fall asleep to music or a podcast? Tap Timer, tap When Timer Ends, then choose Stop Playing at the bottom.

Get quick access to clock features. Swipe up from the bottom edge of the screen to open Control Center, then tap . You can access Timer from Control Center even when iPad is locked. You can also navigate to the other clock features.

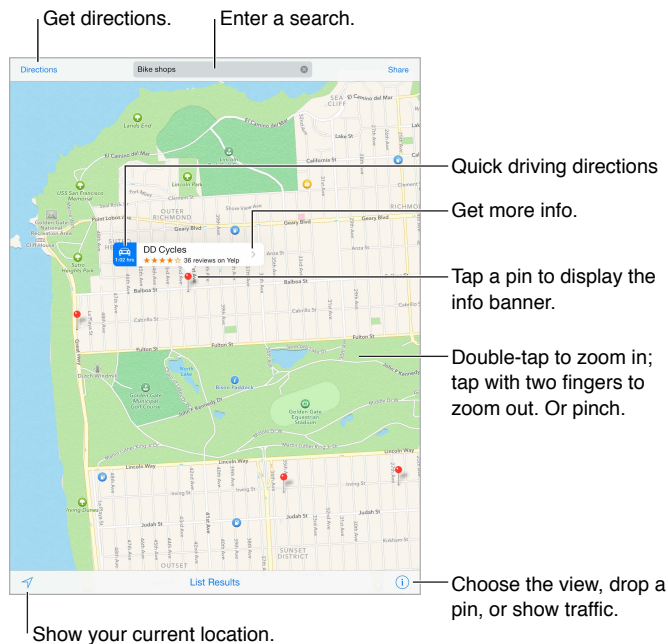
Maps


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Find places

WARNING: For important information about navigation and avoiding distractions that could lead to dangerous situations, see [Important safety information](#) on page 150. See also [Privacy](#) on page 40.



Move around Maps by dragging the screen. To face a different direction, rotate with two fingers. To return to north, tap the compass  in the upper right.

Zoom in or out. Double-tap with one finger to zoom in and tap with two fingers to zoom out—or pinch and spread. The scale appears in the upper left while zooming, or if you touch the screen with two fingers. To change how distance is shown (miles or kilometers), go to Settings > Maps.

Search for a location. Tap the search field. You can search for a location in different ways. For example:

- Intersection (“8th and market”)
- Area (“greenwich village”)
- Landmark (“guggenheim”)

- Zip code
- Business (“movies,” “restaurants san francisco ca,” “apple inc new york”)

Maps may also list recent locations, searches, or directions that you can choose from.


Find the location of a contact, or of a favorite or recent search. Tap Favorites.

Choose your view. Tap ⓘ, then choose Standard, Hybrid, or Satellite.

Manually mark a location. Touch and hold the map until the dropped pin appears.

Get more info

Get info about a location. Tap a pin to display its banner, then tap >. Info might include Yelp reviews and photos, a webpage link, directions, and more.

To share the location, add the location to your Favorites, or use another app you install, tap .

Get directions

Note: To get directions, iPad must be connected to the Internet. To get directions involving your current location, Location Services must also be on.

Get directions. Tap Directions, enter the starting and ending locations, then tap Route. Or, choose a location or a route from the list, if available. Tap to select driving or walking directions, or to use an app for public or other modes of transportation such as Uber.

If a location banner is showing, directions to that location from your current location appear. To get other directions, tap the search field.

If multiple routes appear, tap the one you want to take.


- *Hear turn-by-turn directions (iPad Wi-Fi + Cellular):* Tap Start.

Maps follows your progress and speaks turn-by-turn directions to your destination. To show or hide the controls, tap the screen.

If iPad auto-locks, Maps stays onscreen and continues to announce instructions. You can also open another app and continue to get turn-by-turn directions. To return to Maps, tap the banner across the top of the screen.

With turn-by-turn directions, night mode automatically adjusts the screen image for easier viewing at night.

- *View turn-by-turn directions (iPad Wi-Fi only):* Tap Start, then swipe left to see the next instruction.
- *See the route overview:* Tap Overview.
- *View the directions as a list:* Tap List Steps.
- *Stop turn-by-turn directions:* Tap End. Or ask Siri to “stop navigating.”

Get directions from your current location. Tap  on the banner of your destination. Tap to select driving or walking directions, or to use an app for public or other modes of transportation.

Use Maps on your Mac to get directions. Open Maps on your Mac (OS X Mavericks or later), get directions for your trip, then choose File > Share > Send to *your device*. Your Mac and iPad must both be signed into iCloud using the same Apple ID.

Find out about traffic conditions. Tap ⓘ, then tap Show Traffic. Orange dots show slowdowns, and red dots show stop-and-go traffic. To see an incident report, tap a marker.

Report a problem. Tap ⓘ, then tap Report a Problem.

3D and Flyover

With 3D and Flyover, on iPad 3rd generation or later, you can see three-dimensional views and even fly over many of the world's major cities.



View 3D map. Tap ⓘ, then tap Show 3D Map. Or, drag two fingers up. (Zoom in for a closer look if Show 3D Map doesn't appear.)

Adjust the angle. Drag two fingers up or down.

Take a Flyover Tour. An aerial tour is available for select cities, indicated by 3D next to the city name. (Zoom out if you don't see any 3D markers.) Tap the name of the city to display its banner, then tap Tour to begin the tour. To stop the tour, tap the screen to display the controls, then tap End Flyover Tour. To return to standard view, tap ⓘ.

Maps settings

Go to Settings > Maps. Settings include:

- Navigation voice volume (iPad Wi-Fi + Cellular)
- Distances in miles or kilometers
- Map labels always appear in the language specified in Settings > General > International > Language

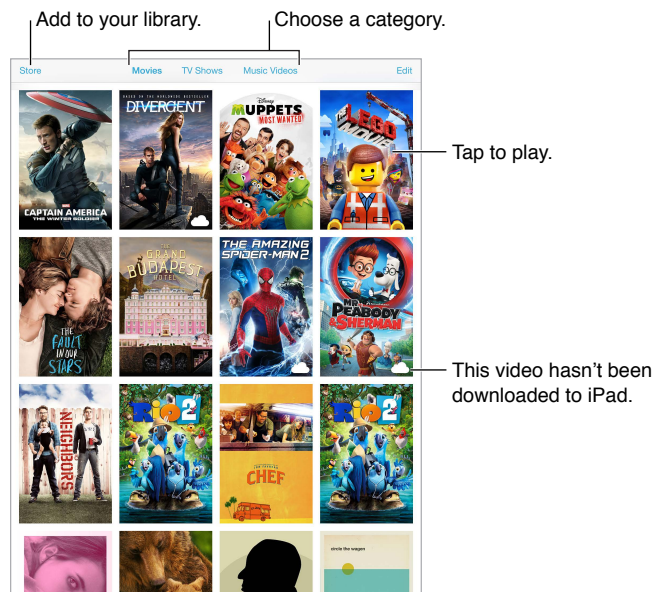
Videos

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Videos at a glance

Open the Videos app to watch movies, TV shows, and music videos. To watch video podcasts, open the Podcasts app—see [Podcasts at a glance](#) on page 118. To watch videos you record using Camera on iPad, open the Photos app.



WARNING: For important information about avoiding hearing loss, see [Important safety information](#) on page 150.



Add videos to your library

Buy or rent videos from the iTunes Store. Tap Store in the Videos app, or open the iTunes Store app on iPad, then tap Movies or TV Shows. The iTunes Store is not available in all areas. See Chapter 22, [iTunes Store](#), on page 107.

Transfer videos from your computer. Connect iPad, then sync videos from iTunes on your computer. See [Sync with iTunes](#) on page 18.

Stream videos from your computer to iPad. Turn on Home Sharing in iTunes on your computer. Then, on iPad, go to Settings > Videos and enter the Apple ID and password you use for Home Sharing on your computer. Then open Videos on iPad and tap Shared at the top of the list of videos.

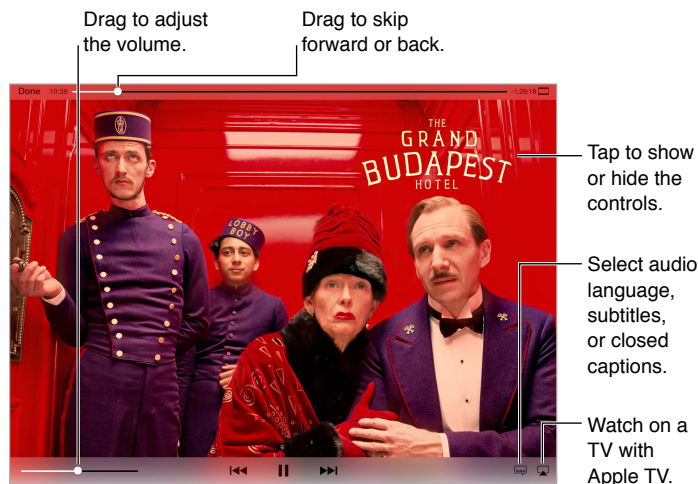
Convert a video to work with iPad. If you try to sync a video from iTunes and a message says the video can't play on iPad, try converting the video. Select the video in iTunes on your computer and choose File > Create New Version > Create iPad or Apple TV Version. Then sync the converted video to iPad.

Delete a video from iPad. Tap Edit in the upper right of your collection, then tap  on the video thumbnail. If you don't see the Edit button, look for  on your video thumbnails—those videos haven't been downloaded to iPad, so you can't delete them. To delete an individual episode of a series, tap the series, then swipe left on the episode in the Episodes list.



Deleting a video (other than a rented movie) from iPad doesn't delete it from the iTunes library on your computer or from your purchased videos in iCloud, and you can sync the video or download it to iPad again later. If you don't want to sync a deleted video back to iPad, set iTunes to not sync the video. See [Sync with iTunes](#) on page 18.


Important: If you delete a rented movie from iPad, it's deleted permanently and cannot be transferred back to your computer.



Control playback






The Grand Budapest Hotel is available on iTunes.
The Grand Budapest Hotel © 2014 TGBH LLC, Twentieth Century Fox Film Corporation and TSG Entertainment Finance LLC. All rights reserved.


Scale the video to fill the screen or fit to the screen. Tap  or . Or double-tap the video. If you don't see the scaling controls, your video already fits the screen perfectly.

Start over from the beginning. If the video contains chapters, drag the playhead along the scrubber bar all the way to the left. If there are no chapters, tap .

Skip to the next or previous chapter. Tap  or . You can also press the center button or equivalent on a compatible headset two times (skip to next) or three times (skip to previous).


Rewind or fast-forward. Touch and hold  or . Or drag the playhead left or right. Move your finger toward the bottom of the screen as you drag for finer control.

Select a different audio language. If the video offers other languages, tap , then choose a language from the Audio list.

Show subtitles or closed captions. Tap . Not all videos offer subtitles or closed captions.

Customize the appearance of closed captions. Go to Settings > General > Accessibility > Subtitles & Captioning.

Want to see closed captions and subtitles for the deaf and hard of hearing? Go to Settings > General > Accessibility > Subtitles & Captioning, then turn on Closed Captions + SDH.

Watch the video on a TV. Tap . For more about AirPlay and other ways to connect, see [AirPlay](#) on page 38.

Videos settings

Go to Settings > Videos, where you can:

- Choose where to resume playback the next time you open a video
- Choose to show only videos on iPad
- Log in to Home Sharing

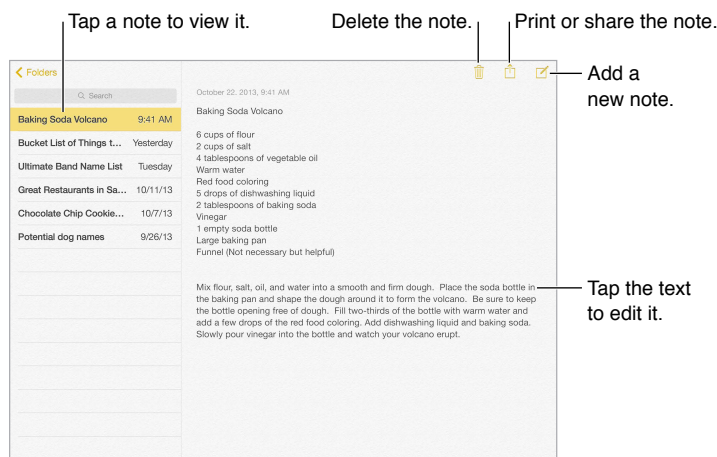
Notes

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Notes at a glance


Type notes on iPad, and iCloud makes them available on your other iOS devices and Mac computers. You can also read and create notes in other accounts, such as Gmail or Yahoo!.



See your notes on your other devices. If you use icloud.com, me.com, or mac.com for iCloud, go to Settings > iCloud, then turn on Notes. If you use Gmail or another IMAP account for iCloud, go to Settings > Mail, Contacts, Calendars, then turn on Notes for the account. Your notes appear on all your iOS devices and Mac computers that use the same Apple ID.

See just the note. Use iPad in portrait orientation. To see the notes list again in portrait orientation, swipe from left to right.


Search for a note. Tap the Search field at the top of the notes list, then type what you're looking for. You can also search for notes from the Home screen—just drag down in the middle of the screen.

Share or print a note. Tap  at the bottom of the note. You can share via Messages, Mail, or AirDrop.

Delete a note. Tap , or swipe left over the note in the notes list.

Share notes in multiple accounts

Share notes with other accounts. You can share notes with other accounts, such as Google, Yahoo!, or AOL. Go to Settings > Mail, Contacts, Calendars, add the account if it's not already there, then turn on Notes for the account.

Create a note in a specific account. Tap Accounts and select the account, then tap . If you don't see the Accounts button, tap the Notes button first.

Choose the default account for new notes. Go to Settings > Notes.

See all the notes in an account. Tap Accounts at the top of the notes list, then choose the account.

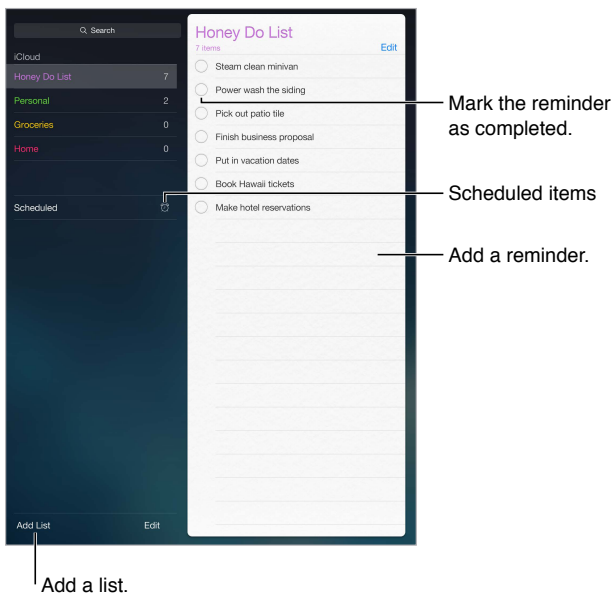
Reminders

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Reminders at a glance

Reminders lets you keep track of all the things you need to do.



Add a reminder. Tap a list, then tap a blank line.

Share a list. Tap a list, then tap Edit. Tap Sharing, then tap Add Person. The people you share with also need to be iCloud users. After they accept your invitation to share the list, you'll all be able to add, delete, and mark items as completed. Family members can also share a list. See [Family Sharing](#) on page 35.

Delete a list. While viewing a list, tap Edit, then tap Delete List.

Delete a reminder. Swipe the reminder left, then tap Delete.

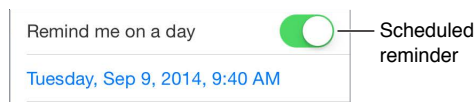
Change the order of lists or reminders. Tap Edit, then touch  and move the item.

What list was that in? When you enter text in the search field, reminders in all lists are searched by the reminder name. You can also use Siri to search reminders. For example say, "Find the reminder about milk."

With OS X Yosemite, you can hand off reminders you're editing between your Mac and iPad. See [About Continuity features](#) on page 24.

Scheduled reminders

Scheduled reminders notify you when they're due.



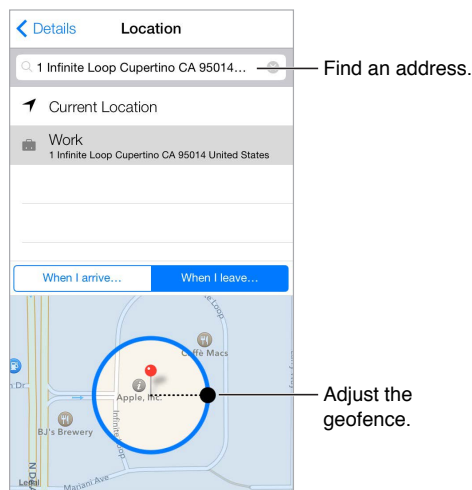
Schedule a reminder. While editing a reminder, tap ⓘ, then turn on "Remind me on a day." Tap Alarm to set the date and time. Tap Repeat to schedule the reminder for regularly occurring intervals.

See all scheduled reminders. Tap Scheduled to show the list of reminders that have a due date.

Don't bother me now. You can turn off Reminders notifications in Settings > Notifications. To silence notifications temporarily, turn on Do Not Disturb.

Location reminders

On iPad Wi-Fi + Cellular models, Reminders can alert you when you arrive at or leave a location.



Be reminded when you arrive at or leave a location. While editing a reminder, tap ⓘ, then turn on "Remind me at a location." Tap Location, then choose a location from the list or enter an address. After you define a location, you can drag to change the size of the geofence on the map, which sets the approximate distance at which you're reminded. You can't save a location reminder in Outlook or Microsoft Exchange calendars.

Add common locations to your My Info card. When you set a location reminder, locations in the list include addresses from your My Info card in Contacts. Add your work, home, and other favorite addresses to your card for easy access in Reminders.

Reminders settings

Go to Settings > Reminders, where you can:

- Set a default list for new reminders
- Sync past reminders

Keep your reminders up to date on other devices. Go to Settings > iCloud, then turn on Reminders. To keep up to date with Reminders on OS X, turn on iCloud on your Mac, too. Some other types of accounts, such as Exchange, also support Reminders. Go to Settings > Mail, Contacts, Calendars, then turn on Reminders for the accounts you want to use.

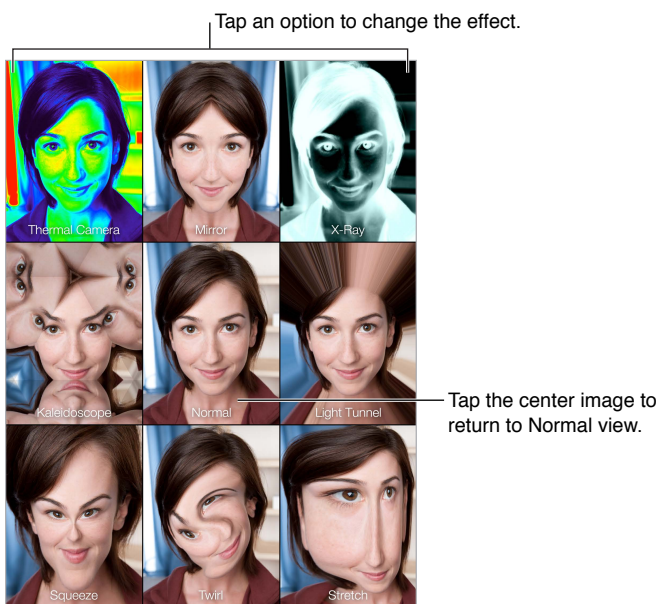
Photo Booth

19



Take photos

It's easy to take a photo with Photo Booth and spice it up with effects.



When you take a photo, iPad makes a shutter sound. You can use the volume buttons on the side of iPad to control the volume of the shutter sound, or mute it by setting the Side Switch to silent. See [Volume buttons and the Side Switch](#) on page 11.

Note: In some regions, sound effects are played even if the Side Switch is set to silent.

Take a photo. Aim iPad and tap the shutter button.

Select an effect. Tap , then tap the effect you want.

- *Change a distortion effect:* Drag your finger across the screen.
- *Alter a distortion:* Pinch, swipe, or rotate the image.


What have you done? Tap the thumbnail of your last shot. To display the controls again, tap the screen.

Switch between cameras. Tap at the bottom of the screen.

Manage photos

The photos you take with Photo Booth are saved to your Recently Added album in the Photos app on iPad.

Delete a photo. Select a thumbnail, then tap .

Share or copy a photo. Tap a thumbnail, tap , then tap a share option (Message, Mail, iCloud, Twitter, or Facebook) or Copy.

View photos in the Photos app. In Photos, tap Photos, then tap Today, or tap Albums, then Recently Added, then tap a thumbnail. To see the next or previous photo, swipe left or right. See [View photos and videos](#) on page 76.

Share photos on all your iOS devices. If you use iCloud Photo Library beta, you can share your photos across all your iOS 8 devices using the same Apple ID. See [iCloud Photo Library beta](#) on page 79.

Upload photos to your computer. Connect iPad to your computer using the included USB cable.

- *Mac:* Select the photos to upload, then click the Import or Download button in iPhoto or other supported photo application on your computer.
- *PC:* Follow the instructions that came with your photo application.

If you delete the photos from iPad when you upload them to your computer, they're removed from Photos. You can use the Photos settings pane in iTunes to sync photos to the Photos app on iPad.

Game Center

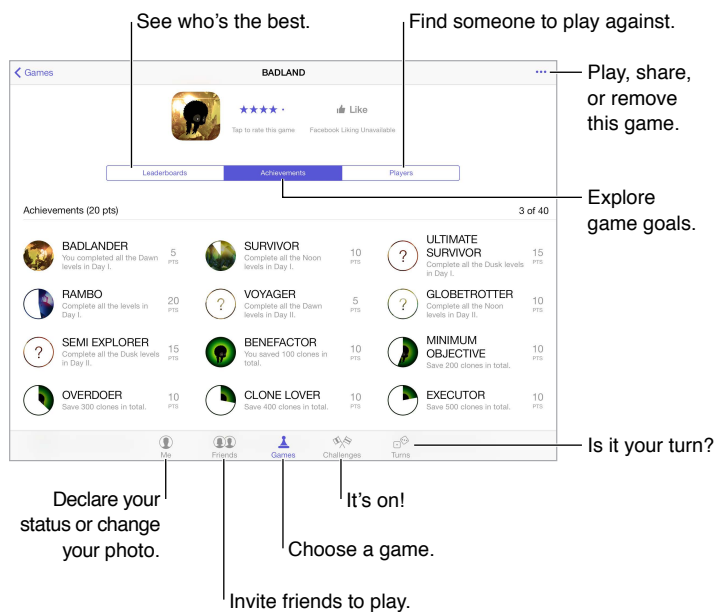
20



Game Center at a glance

Game Center lets you play your favorite games with friends who have an iOS device or a Mac (OS X Mountain Lion or later). You must be connected to the Internet to use Game Center.

WARNING: For important information about avoiding repetitive motion injuries, see [Important safety information](#) on page 150.



Get started. Open Game Center. If you see your nickname at the top of the screen, you're already signed in. Otherwise, you'll be asked for your Apple ID and password.

Get some games. Tap Games, then tap a recommended game, browse for games in the App Store (look for Supports Game Center in the game details), or get a game one of your friends has. See [Play games with friends](#) on page 105.

Play! Tap Games, choose a game, tap **...** in the upper right, then tap Play.

Sign out? No need to sign out when you quit Game Center, but if you want to, go to Settings > Game Center, then tap your Apple ID.

Play games with friends

Invite friends to a multiplayer game. Tap Friends, choose a friend, choose a game, then tap ●●● in the upper right. If the game allows or requires additional players, choose the players to invite, then tap Next. Send your invitation, then wait for the others to accept. When everyone is ready, start the game. If a friend isn't available or doesn't respond, you can tap Auto-Match to have Game Center find another player for you, or tap Invite Friend to invite someone else.

Send a friend request. Tap Friends, tap +, then enter your friend's email address or Game Center nickname. To browse your contacts, tap ⊕. (To add several friends with one request, type Return after each address.) Or, tap any player you see anywhere in Game Center.

Challenge someone to outdo you. Tap one of your scores or achievements, then tap Challenge Friends.

What are your friends playing and how are they doing? Tap Friends, tap your friend's name, then tap the Games or Points bubble.

Want to purchase a game your friend has? Tap Friends, then tap your friend's name. Tap their Games bubble, tap the game in the list, then tap ●●● in the upper right.

Make new friends. To see a list of your friend's friends, tap Friends, tap your friend's name, then tap their Friends bubble.

Unfriend a friend. Tap Friends, tap the friend's name, then tap ●●● in the upper right.

Keep your email address private. Turn off Public Profile in your Game Center account settings. See [Game Center settings](#) on page 105.

Turn off multiplayer activity or friend requests. Go to Settings > General > Restrictions, then turn off Multiplayer Games or Adding Friends. If the switches are dimmed, tap Enable Restrictions at the top first.

Keep it friendly. To report offensive or inappropriate behavior, tap Friends, tap the person's name, tap ●●● in the upper right, then tap Report a Problem.

Game Center settings

Go to Settings > Game Center, where you can:

- Sign out (tap your Apple ID)
- Allow invites
- Let nearby players find you
- Edit your Game Center profile (tap your nickname)
- Get friend recommendations from Contacts or Facebook

Specify which notifications you want for Game Center. Go to Settings > Notifications > Game Center. If Game Center doesn't appear, turn on Notifications.

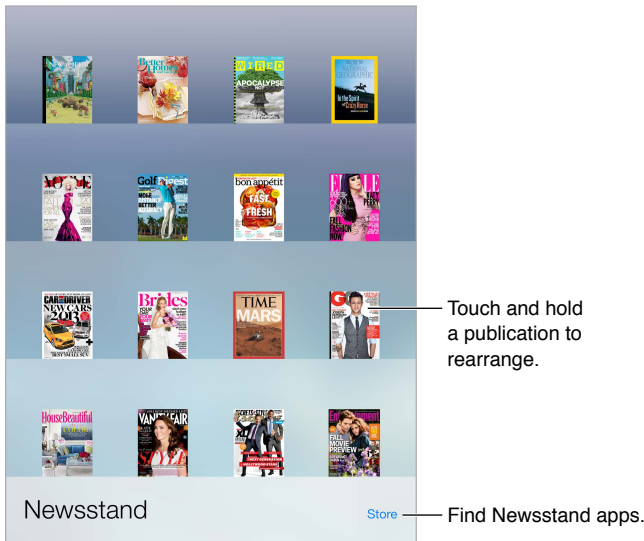
Change restrictions for Game Center. Go to Settings > General > Restrictions.

Newsstand

21



Newsstand organizes your magazine and newspaper apps, and automatically updates them when iPad is connected to Wi-Fi.



Note: You need an Internet connection and an Apple ID to download Newsstand apps, but you can read downloaded content without an Internet connection. Newsstand is not available in all areas.

Find Newsstand apps. While viewing the shelf, tap Store. When you purchase a Newsstand app, it's added to the shelf. After the app is downloaded, open it to view its issues and subscription options. Subscriptions are In-App purchases, billed to your Apple ID account.

Turn off automatic updates. Apps update automatically over Wi-Fi, unless you turn off the option in Settings > General > Background App Refresh.

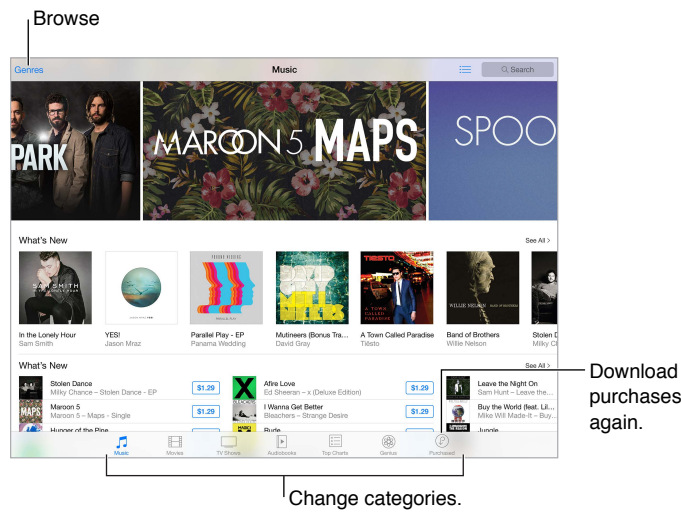
iTunes Store

22



iTunes Store at a glance

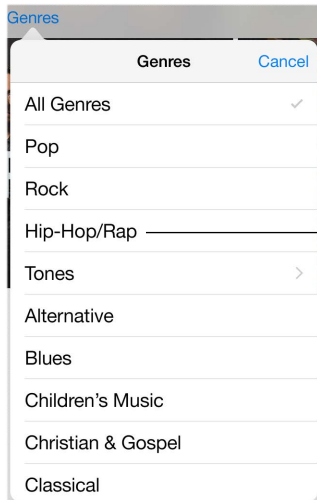
Use the iTunes Store to add music, movies, TV shows, and more to iPad.



Note: You need an Internet connection and an Apple ID to use the iTunes Store. The iTunes Store is not available in all areas.

Browse or search

Browse by category or genre. Tap one of the categories (Music, Movies, TV, or Audiobooks). Tap Genres to see a list of genres to choose from.




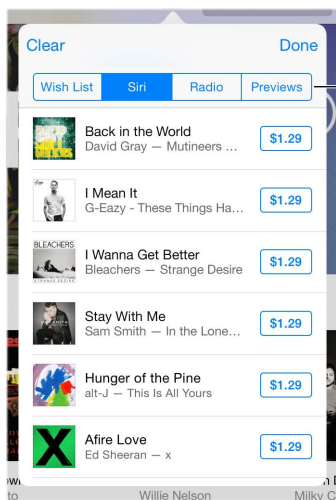
Tap a genre to see more about it.

If you know what you're looking for, tap Search. You can tap a search term that's trending among other iTunes users, or enter info in the search field, then tap Search on the keyboard.


Access family members' purchases. With Family Sharing turned on, you can view and download songs, TV shows, and movies purchased by other family members. Tap Purchased, tap your name or My Purchases, then select a family member from the menu.

Find it with Siri. Siri can search for items and make purchases in the iTunes Store. For example, you can say "Get a new ring tone" or "Purchase *song name* by *band name*." You can ask Siri to download a podcast or redeem a gift card. For best results, say "purchase" instead of "buy" at the beginning of a Siri command.



Ask Siri to tag it. When you hear music playing around you, ask Siri "What song is playing?" Siri tells you what the song is and gives you an easy way to purchase it. It also saves it to the Siri tab in the iTunes Store so you can buy it later. Tap Music, tap , then tap the Siri tab to see a list of tagged songs available for preview or purchase.




Tap to see your Wish List and recommendations.

Discover great new music on iTunes Radio. When you listen to iTunes Radio, songs you play appear in the Radio tab in the iTunes Store so you can preview or purchase them. Tap Music, tap , then tap Radio.

Preview a song or video. Tap it.

Add to your Wish List. When you hear something you hope to buy from the iTunes Store, tap , then tap Add to Wish List. To view your Wish List in the iTunes Store, tap Music, Movies, or TV Shows, tap , then tap Wish List.

Purchase, rent, or redeem


Tap an item's price (or tap Free), then tap again to buy it. If you see  instead of a price, you've already purchased the item and you can download it again without a charge.

Approve purchases with Family Sharing. With Family Sharing set up, the family organizer can review and approve purchases made by family members under the age of 18. For example, if Parent/Guardian > Ask to Buy is set for specific minor family members, when those members try to make a purchase, a message is sent to the family organizer for approval. For more information about setting up Family Sharing, see [Family Sharing](#) on page 35.

Note: Age restrictions for Ask to Buy vary by area. In the United States, the family organizer can enable Ask to Buy for any family member under age 18; for children under age 13, it's enabled by default.

Hide individual purchases. Using iTunes on a computer, family members can hide any of their purchases so other family members can't view or download them. For more information, see [Family Sharing](#) on page 35.

Use a gift card or code. Tap a category (for example, Music), scroll to the bottom, then tap Redeem. Or tell Siri "Redeem an iTunes Store gift card."

Send a gift. View the item you want to give, tap , then tap Gift. Or tap one of the categories (Music, Movies, or TV Shows), scroll to the bottom, then tap Send Gift to send an iTunes gift certificate to someone.

Bought something on another device? Go to Settings > iTunes & App Store to set up automatic downloads on your iPad. You can always view your purchased music, movies, and TV shows in the iTunes Store (just tap Purchased).

Watch your time with rentals. In some areas, you can rent movies. You have 30 days to begin watching a rented movie. After you start watching it, you can play it as many times as you want in the allotted time (24 hours in the U.S. iTunes Store; 48 hours in other countries). Once your time's up, the movie is deleted. Rentals can't be transferred to another device; however, you can use AirPlay and Apple TV to view a rental on your television.

iTunes Store settings

To set options for the iTunes Store, go to Settings > iTunes & App Store.

View or edit your account. Tap your Apple ID, then tap View Apple ID and log in. To change your password, tap the Apple ID field, then tap the Password field.

Sign in with a different Apple ID. Tap your account name, then tap Sign Out. You can then enter a different Apple ID.

Subscribe to or turn on iTunes Match. You can subscribe to iTunes Match, a service that stores your music and more in iCloud. See [iCloud and iTunes Match](#) on page 67. If you're a subscriber, tap iTunes Match to access your music on iPad from anywhere. Tap "Learn more" for more information about iTunes Match.

Turn on automatic downloads. Tap Music, Books, or Updates. Content updates automatically over Wi-Fi, unless you turn off the option in Automatic Downloads.

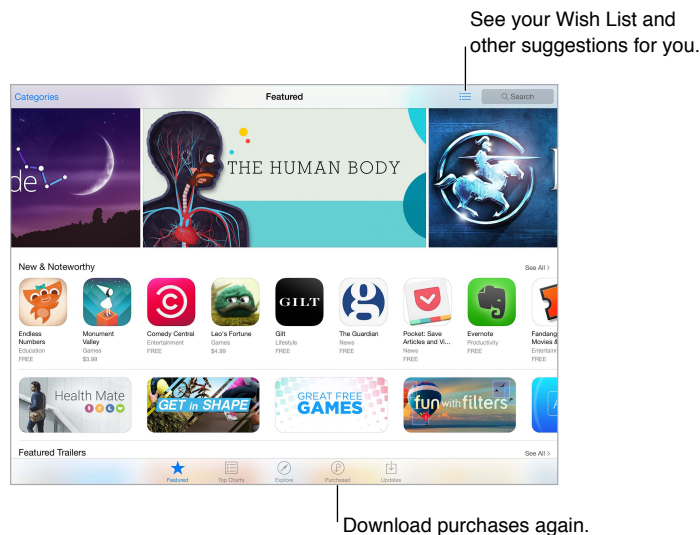
App Store

23



App Store at a glance

Use the App Store to browse, purchase, and download apps specifically designed for iPad, or for iPhone and iPod touch. Your apps update automatically over Wi-Fi (unless you turn off this feature), so you can keep up with the latest improvements and features.




Note: You need an Internet connection and an Apple ID to use the App Store. The App Store is not available in all areas.


Find apps


If you know what you're looking for, tap **Search**. Or tap **Categories** to browse by type of app.

Ask Siri to find it. Siri can search for items and make purchases in the App Store. For example, tell Siri to "Find apps by Apple" or "Purchase *app name*."

Access family members' apps. With Family Sharing turned on, you can view and download apps purchased by other family members. Tap **Purchased**, tap your name or **My Purchases**, then select a family member from the menu. For more information, see [Family Sharing](#) on page 35.

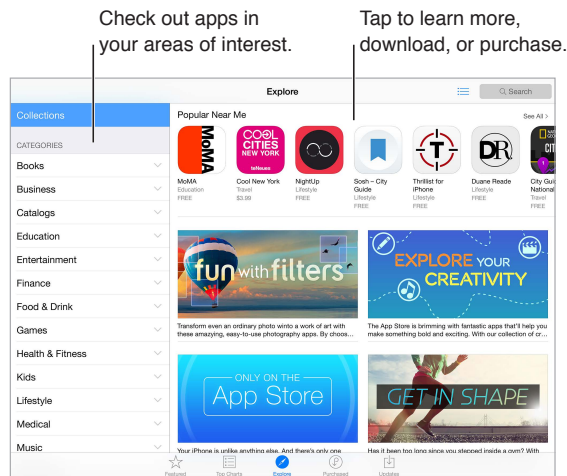
Want to tell a friend about an app? Find the app, tap , then choose the method. See [Share from apps](#) on page 34.

Use Wish List. To track an app you might want to purchase later, tap  on the app page, then tap Add to Wish List.

See your Wish List. After you add items to your Wish List, tap  on the Purchased screen.


Search apps by category. Tap Explore, then tap Categories to focus on the apps you want, for example, Education, Medical, or Sports. Tap subcategories to further refine your results.

What apps are being used nearby? Tap Explore to find out the most popular apps others around you are using (Location Services must be on in Settings > Privacy > Location Services). Try this at a museum, sporting event, or when you're traveling, to dig deeper into your experience.



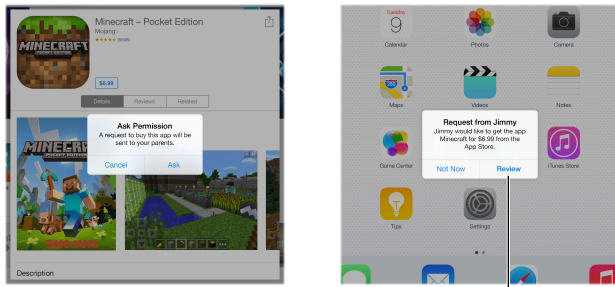
Purchase, redeem, and download

Tap the app's price, then tap Buy to purchase it. If it's free, tap Free, then tap Install.

If you see  instead of a price, you've already purchased the app and you can download it again, free of charge. While the app is downloading or updating, its icon appears on the Home screen with a progress indicator.

Approve purchases with Family Sharing. With Family Sharing set up, the family organizer can review and approve purchases made by other family members under the age of 18 (age limit may vary, depending on country). For example, if Parent/Guardian > Ask to Buy is set for specific minor family members, when those members try to make a purchase, a message is sent to the family organizer for approval. For more information about setting up Family Sharing, see [Family Sharing](#) on page 35.


Note: Age restrictions for Ask to Buy vary by area. In the United States, the family organizer can enable Ask to Buy for any family member under age 18; for children under age 13, it's enabled by default.




Find out more about
the requested app.

Hide individual purchases. Using iTunes on a computer, family members can hide any of their purchases so other family members can't view or download them. For more information, see [Family Sharing](#) on page 35.

Use a gift card or code. Tap Featured, scroll to the bottom, then tap Redeem. Or tell Siri "Redeem an iTunes Store gift card."

Send a gift. View the item you want to give, tap , then tap Gift. Or tap Featured, scroll to the bottom, then tap Send Gift to send an iTunes gift certificate to someone.

Restrict in-app purchases. Many apps provide extra content or enhancements for a fee. To limit purchases that can be made from within an app, go to Settings > General > Restrictions (make sure Restrictions is enabled), then set options (for example, restrict by age rating or require a password immediately or every 15 minutes). You can turn off In-App Purchases to prevent all purchases. See [Restrictions](#) on page 40.

Delete an app. Touch and hold the app icon on the Home screen until the icon jiggles, then tap . When you finish, press the Home button. You can't delete built-in apps. Deleting an app also deletes its data. You can download any app you've purchased from the App Store again, free of charge.

For information about erasing all of your apps, data, and settings, see [Reset iPad settings](#) on page 154.

App Store settings

To set options for App Store, go to Settings > iTunes & App Store.

View or edit your account. Tap your Apple ID, then tap View Apple ID and log in. To change your password, tap the Apple ID field, then tap the Password field.

Sign in using a different Apple ID. Tap your account name, then tap Sign Out. Then enter the other Apple ID.

Turn off automatic downloads. Tap Apps in Automatic Downloads. Apps update automatically over Wi-Fi, unless you turn off the option.

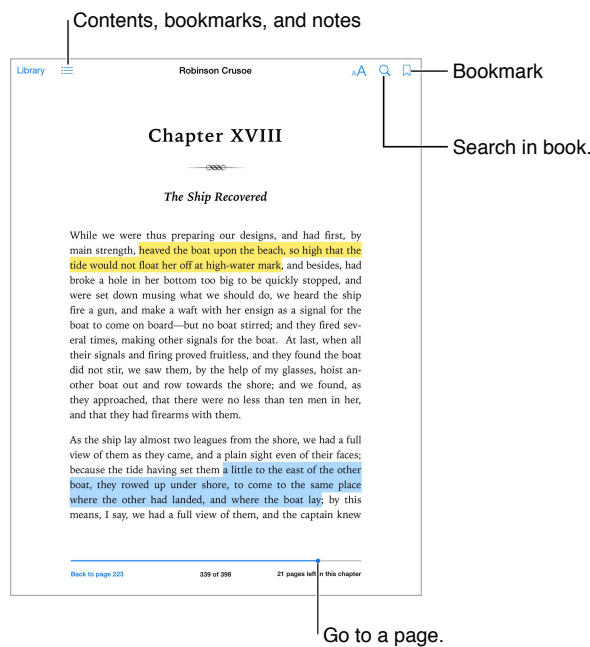
Download apps using the cellular network (Wi-Fi + Cellular models). Turn on Use Cellular Data. Downloading apps over the cellular network may incur carrier charges. See [Cellular settings](#) on page 157. Newsstand apps update only over Wi-Fi.



Get books

Get books from the iBooks Store. In iBooks, use the buttons at the bottom of the screen to access the iBooks Store. Tap Featured to browse the latest releases, or Top Charts to view the most popular. To find a specific book, tap the Search field that appears after you access the iBooks Store.

Read a book




Open a book. Tap the book you want to read. If you don't see it in on the bookshelf, swipe left or right to see other collections.



Show the controls. Tap near the center of a page. Not all books have the same controls, but some of the things you can do include searching, viewing the table of contents, and sharing what you're reading.


Close a book. Tap Library, or pinch the page.


Enlarge an image. Double-tap the image. In some books, touch and hold to display a magnifying glass you can use to view an image.



Go to a specific page. Use the page navigation controls at the bottom of the screen. Or, tap  and enter a page number, then tap the page number in the search results.


Get a definition. Double-tap a word, then tap Define in the menu that appears. Definitions aren't available for all languages.

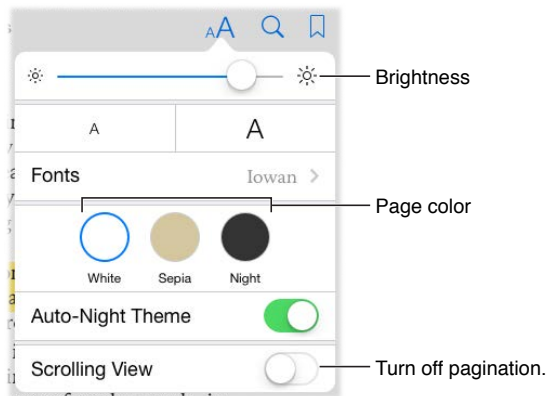
Remember your place. Tap  to add a bookmark, or tap again to remove it. You can have multiple bookmarks—to see them all, tap , then tap Bookmarks. You don't need to add a bookmark when you close the book, because iBooks remembers where you left off.

Remember the good parts. Some books let you add notes and highlights. To add a highlight, touch and hold a word then move your finger to draw the highlight. To add a note, double-tap a word to select it, move the grab points to adjust the selection, then tap Note or Highlight in the menu that appears. To see all the notes and highlights you've made, tap , then tap Notes.

Share the good parts. Tap some highlighted text, then, in the menu that appears, tap . If the book is from the iBooks Store, a link to the book is included automatically. (Sharing may not be available in all regions.)

Share a link to a book. Tap near the center of a page to display the controls, then tap . Tap , then tap Share Book.

Change the way a book looks. Some books let you change the font, font size, and color of the page. (Tap ,.) You can change justification and hyphenation in Settings > iBooks. These settings apply to all books that support them.



Change the brightness. Tap . If you don't see , tap  first.


Dim the screen when it's dark. Turn on Auto-Night Theme to automatically change the bookshelf, page color, and brightness when using iBooks in low-light conditions. (Not all books support Auto-Night Theme.)

Interact with multimedia

Some books have interactive elements, such as movies, diagrams, presentations, galleries, and 3D objects. To interact with a multimedia object, tap, swipe, or pinch it. To view an element full-screen, spread two fingers. When you finish, pinch to close it.

Study notes and glossary terms


In books that support it, you can review all of your highlights and notes as study cards.

See all your notes. Tap . You can search your notes, or tap a chapter to see notes you've made in that chapter.

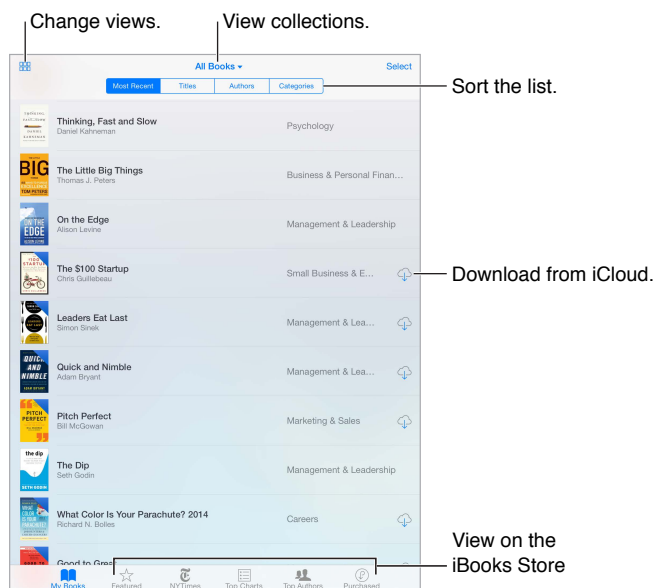
Delete notes. Tap , select some notes, then tap Delete.



Review your notes as study cards. Tap Study Cards. Swipe to move between cards. Tap Flip Card to see its back.

Shuffle your study cards. Tap , then turn on Shuffle.

Study glossary terms. If a book includes a glossary, tap  to include those words in your study cards.

Organize books



View books by title or cover. Tap  or .

Organize your books with collections. Tap Select, then select some books to move them into a collection. To edit or create collections, tap the name of the current collection (at the top of the screen). Some built-in collections, such as PDFs, can't be renamed or deleted.

Rearrange books. While viewing books by cover, touch and hold a cover then drag it to a new location. While viewing books by title, sort the list using the buttons at the top of the screen. The All Books collection is automatically arranged for you; switch to another collection if you want to manually arrange your books.


Search for a book. Pull down to reveal the Search field at the top of the screen. Searching looks for the title and the author's name.

Hide purchased books you haven't downloaded. Tap the name of the current collection (at the top of the screen), then turn on Hide iCloud Books.

Read PDFs

Sync a PDF. On a Mac, add the PDF to iBooks for OS X, then open iTunes, select the PDF, then sync. In iTunes on your Windows computer, choose File > Add to Library, select the PDF, then sync. See iTunes Help for more info about syncing.

Add a PDF email attachment to iBooks. Open the email message, then touch and hold its PDF attachment. Choose “Open in iBooks” from the menu that appears.

Print a PDF. With the PDF open, tap  then choose Print. You’ll need an AirPrint-compatible printer. For more about AirPrint, see [AirPrint](#) on page 38.

Email a PDF. With the PDF open, tap , then choose Email.

iBooks settings

Go to Settings > iBooks, where you can:

- Sync collections and bookmarks (including notes and current page information) with your other devices.
- Display online content within a book. Some books might access video or audio that’s stored on the web.
- Change the direction pages turn when you tap in the left margin.

Podcasts

25



Podcasts at a glance

Open the Podcasts app, then browse, subscribe to, and play your favorite audio or video podcasts on iPad.

Delete or rearrange podcasts.

The screenshot shows the 'My Podcasts' screen in the Podcasts app. At the top, it says 'My Podcasts' and 'Last Updated on Sept 9, 2014, 9:43 AM'. Below this is a grid of 12 podcast covers. The covers include: BUSINESS, FREAKONOMICS RADIO, TED RADIO HOUR, The Splendid Table, stuff to BLOW YOUR MIND, FICTION, TED TALKS TECHNOLOGY, music, BBC RADIO 5 live, DOUBLE FEATURE, ESPN FANTASY FOOTBALL, CoffeeBreak Spanish, All audio, and BBC RADIO 4 Friday Night Comedy. At the bottom is a navigation bar with icons for 'My Podcasts', 'My Stations', 'Favorites', 'Track Changes', and 'Search'. Red circles are placed on several covers to indicate new episodes. Lines connect text annotations to specific parts of the interface.

New episodes

Tap a podcast to view and play episodes.

Swipe down to update or search.

See your subscriptions and downloaded podcasts.

Organize and automatically update your favorites.

Browse for podcasts.

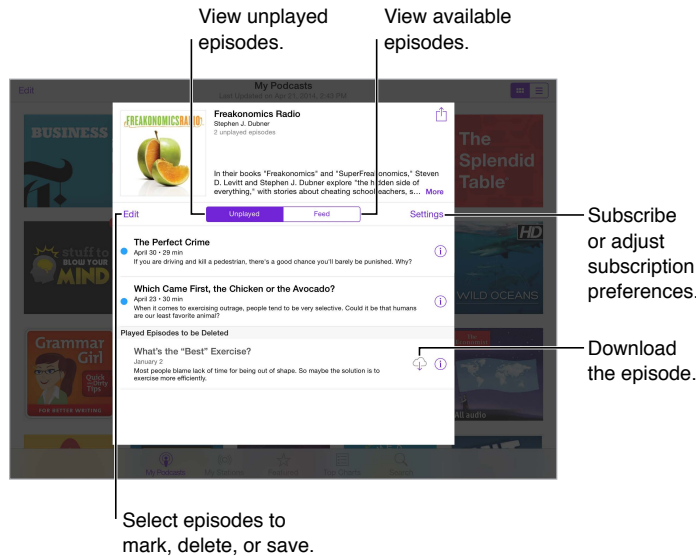
Get podcasts and episodes

Discover more podcasts. Tap Featured or Top Charts at the bottom of the screen.

Search for new podcasts. Tap Search at the bottom of the screen.

Search your library. Tap My Podcasts, then swipe down in the center of the screen to reveal the Search field.

Preview or stream an episode. Tap the podcast, then tap an episode.



Get more info. Tap ⓘ to get episode details. Tap any link in podcast or episode descriptions to open them in Safari.

Find new episodes. Tap Unplayed to find episodes you haven't yet heard.

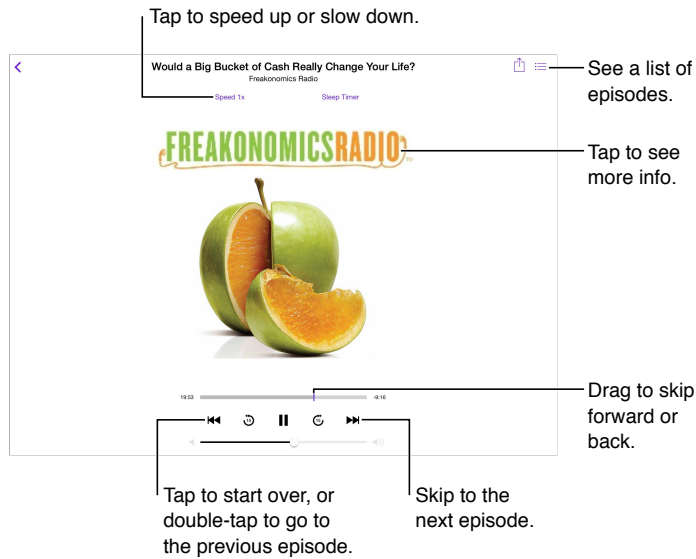
Browse episodes. Tap Feed to see episodes available to download or stream.

Download an episode to iPad. Tap ⬇️ next to the episode.

Get new episodes as they are released. Subscribe to the podcast. If you're browsing Featured podcasts or Top Charts, tap the podcast, then tap Subscribe. If you've already downloaded episodes, tap My Podcasts, tap the podcast, tap Settings at the top of the episode list, then turn on Subscription.

Save episodes. Tap ⓘ next to an episode, then tap Save Episode. Tap Delete Download to delete a saved episode.

Control playback

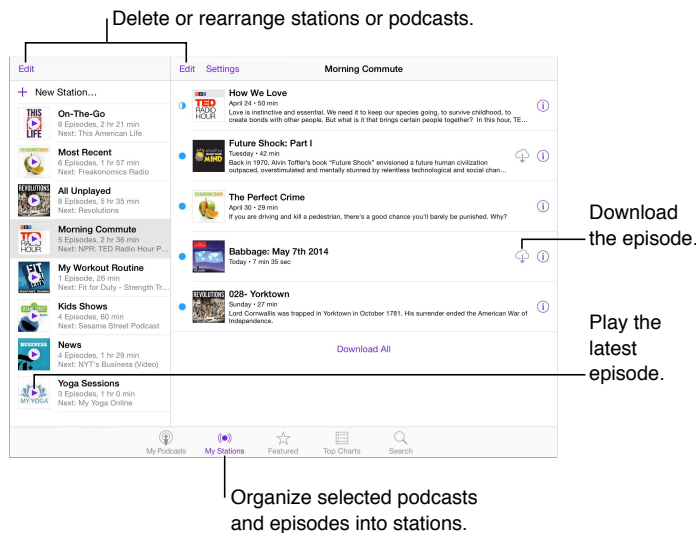


See podcast info while you listen. Tap the podcast image on the Now Playing screen.

Skip forward or back with greater accuracy. Move your finger toward the top of the screen as you drag the playhead left or right. When you're close to the playback controls, you can scan quickly through the entire episode. When you're close to the top of the screen, you can scan one second at a time.

Use your voice. Tell Siri to play available podcast episodes, or specific podcasts or stations. For example, say "Play podcasts," "Play Freakonomics Radio."

Organize your favorites into stations



Organize your favorite podcasts into custom stations, and update episodes automatically across all your devices.

Pull together episodes from different podcasts. Add episodes to your On-The-Go station. Tap My Stations, tap On-The-Go, then tap Add. Or tap ⓘ next to any episode in your library. You can also touch and hold any episode, then tap Add to On-The-Go.

Create a station. Tap My Stations, then tap +.

Change the order of the station list or the podcasts in a station. Tap My Stations, tap Edit above the station list or the episode list, then drag ≡ up or down.

Change the playback order for episodes in a station. Tap the station, then tap Settings.

Rearrange your podcast library. Tap My Podcasts, tap list view in the upper right, tap Edit, then drag ≡ up or down.

List oldest episodes first. Tap My Podcasts, tap a podcast, then tap Settings.

Play podcasts from the station list. Tap ▶ next to the station name.

Podcasts settings

Go to Settings > Podcasts, where you can:

- Choose to keep your podcast subscriptions up to date on all your devices.
- Choose how frequently Podcasts checks your subscriptions for new episodes.
- Have episodes downloaded automatically.
- Choose whether to keep episodes after you finish them.

Accessibility features

iPad offers many accessibility features:

Vision

- [VoiceOver](#)
- [Support for braille displays](#)
- [Zoom](#)
- [Invert Colors and Grayscale](#)
- [Speak Selection](#)
- [Speak Screen](#)
- [Speak Auto-Text](#)
- [Large, bold, and high-contrast text](#)
- [Button Shapes](#)
- [Reduce screen motion](#)
- [On/off switch labels](#)
- [Assignable tones](#)
- [Video Descriptions](#)

Hearing

- [Hearing aids](#)
- [Mono audio and balance](#)
- [Subtitles and closed captions](#)

Interaction

- [Siri](#)
- [Widescreen keyboards](#)
- [Guided Access](#)
- [Switch Control](#)
- [AssistiveTouch](#)

Turn on accessibility features. Go to Settings > General > Accessibility, or use the Accessibility Shortcut. See [Accessibility Shortcut](#) on page 123.

With your voice, you can also use Siri to open apps, invert colors, read the screen in some apps, and work with VoiceOver. For information, see [Use Siri](#) on page 46.

Use iTunes on your computer to configure accessibility on iPad. You can choose some accessibility options in iTunes on your computer. Connect iPad to your computer, then select iPad in the iTunes device list. Click Summary, then click Configure Accessibility at the bottom of the Summary screen.

For more information about iPad accessibility features, go to www.apple.com/accessibility.

Accessibility Shortcut

Use the Accessibility Shortcut. Press the Home button quickly three times to turn any of these features on or off:

- VoiceOver
- Invert Colors
- Grayscale
- Zoom
- Switch Control
- AssistiveTouch
- Guided Access (The shortcut starts Guided Access if it's already turned on. See [Guided Access](#) on page 138.)
- Hearing Aid Control (if you have paired Made for iPhone hearing aids)

Choose the features you want to control. Go to Settings > General > Accessibility > Accessibility Shortcut, then select the accessibility features you use.

Not so fast. To slow down the triple-click speed, go to Settings > General > Accessibility > Home-click Speed. (This also slows down double-clicks.)

VoiceOver

VoiceOver describes aloud what appears onscreen, so you can use iPad without seeing it.

VoiceOver tells you about each item on the screen as you select it. The VoiceOver cursor (a rectangle) encloses the item and VoiceOver speaks its name or describes it.

Touch the screen or drag your finger over it to hear the items on the screen. When you select text, VoiceOver reads the text. If you turn on Speak Hints, VoiceOver may tell you the name of the item and provide instructions—for example, “double-tap to open.” To interact with items, such as buttons and links, use the gestures described in [Learn VoiceOver gestures](#) on page 126.

When you go to a new screen, VoiceOver plays a sound, then selects and speaks the first item on the screen (typically in the upper-left corner). VoiceOver also lets you know when the display changes to landscape or portrait orientation, and when the screen becomes dimmed or locked.

Note: VoiceOver speaks in the language specified in Settings > General > Language & Region. VoiceOver is available in many languages, but not all.

VoiceOver basics

Important: VoiceOver changes the gestures you use to control iPad. When VoiceOver is on, you must use VoiceOver gestures—even to turn VoiceOver off.

Turn VoiceOver on or off. Go to Settings > General > Accessibility > VoiceOver, or use the Accessibility Shortcut. See [Accessibility Shortcut](#) on page 123.

Explore. Drag your finger over the screen. VoiceOver speaks each item you touch. Lift your finger to leave an item selected.

- *Select an item:* Tap it, or lift your finger while dragging over it.
- *Select the next or previous item:* Swipe right or left with one finger. Item order is left-to-right, top-to-bottom.

- *Select the item above or below:* Set the rotor to Vertical Navigation, then swipe up or down with one finger. If you don't find Vertical Navigation in the rotor, you can add it; see [Use the VoiceOver rotor](#) on page 127.
- *Select the first or last item on the screen:* Tap with four fingers at the top or bottom of the screen.
- *Select an item by name:* Triple-tap with two fingers anywhere on the screen to open the Item Chooser. Then type a name in the search field, or swipe right or left to move through the list alphabetically, or tap the table index to the right of the list and swipe up or down to move quickly through the list of items. Or use handwriting to select an item by writing its name; see [Write with your finger](#) on page 129. To dismiss the Item Chooser without making a selection, do a two-finger scrub (move two fingers back and forth three times quickly, making a "z").
- *Change an item's name so it's easier to find:* Select the item, then double-tap and hold with two fingers anywhere on the screen.
- *Speak the text of the selected item:* Set the rotor to characters or words, then swipe down or up with one finger.
- *Turn spoken hints on or off:* Go to Settings > General > Accessibility > VoiceOver > Speak Hints.
- *Use phonetic spelling:* Go to Settings > General > Accessibility > VoiceOver > Phonetic Feedback.
- *Speak the entire screen from the top:* Swipe up with two fingers.
- *Speak from the current item to the bottom of the screen:* Swipe down with two fingers.
- *Pause speaking:* Tap once with two fingers. Tap again with two fingers to resume. Speaking resumes when you select another item.
- *Mute VoiceOver:* Double-tap with three fingers. Repeat to unmute. If you're using an external keyboard, press the Control key.
- *Silence sound effects:* Go to Settings > General > Accessibility > VoiceOver, then turn off Use Sound Effects.

Use a larger VoiceOver cursor. Go to Settings > General > Accessibility > VoiceOver, then turn on Large Cursor.

Adjust the speaking voice. You can adjust the VoiceOver speaking voice:

- *Change the volume:* Use the volume buttons on iPad. You can also add volume to the rotor, then swipe up and down to adjust; see [Use the VoiceOver rotor](#) on page 127.
- *Change the speech rate:* Go to Settings > General > Accessibility > VoiceOver, then drag the Speaking Rate slider. You can also set the rotor to Speech Rate, then swipe up or down to adjust.
- *Use pitch change:* VoiceOver uses a higher pitch when speaking the first item of a group (such as a list or table) and a lower pitch when speaking the last item of a group. Go to Settings > General > Accessibility > VoiceOver > Use Pitch Change.
- *Speak punctuation:* Set the rotor to Punctuation, then swipe up or down to select how much you want to hear.
- *Control audio ducking:* To choose whether audio that's playing is turned down while VoiceOver speaks, set the rotor to Audio Ducking, then swipe up or down.
- *Change the language for iPad:* Go to Settings > General > Language & Region. VoiceOver pronunciation of some languages is affected by the Region Format you choose there.
- *Change pronunciation:* Set the rotor to Language, then swipe up or down. Language is available in the rotor only if you add a language at Settings > General > Accessibility > VoiceOver > Speech > Rotor Languages.

- *Choose which dialects are available in the rotor:* Go to Settings > General > Accessibility > VoiceOver > Speech > Rotor Languages. To adjust voice quality or speaking rate, tap ⓘ next to the language. To remove languages from the rotor or change their order, tap Edit, tap the delete button or drag the Reorder button ≡ up or down, then tap Done.
- *Set the default dialect for the current iPad language:* Go to Settings > General > Accessibility > VoiceOver > Speech.
- *Download an enhanced quality reading voice:* Go to Settings > General > Accessibility > VoiceOver > Speech, tap a language, then tap Enhanced Quality. If you're using English, you can choose to download Alex (869 MB), the same high-quality U.S. English voice used for VoiceOver on Mac computers.

Use iPad with VoiceOver

Unlock iPad. Press either the Home button or the Sleep/Wake button, swipe to select the Unlock button, then double-tap the screen.

Enter your passcode silently. To avoid having your passcode spoken as you enter it, use handwriting to enter it; see [Write with your finger](#) on page 129.

Open an app, toggle a switch, or tap an item. Select the item, then double-tap the screen.

Double-tap the selected item. Triple-tap the screen.

Adjust a slider. Select the slider, then swipe up or down with one finger.

Use a standard gesture. Double-tap and hold your finger on the screen until you hear three rising tones, then make the gesture. When you lift your finger, VoiceOver gestures resume. For example, to drag a volume slider with your finger instead of swiping up and down, select the slider, double-tap and hold, wait for the three tones, then slide left or right.

Scroll a list or area of the screen. Swipe up or down with three fingers.

- *Scroll continuously through a list:* Double-tap and hold until you hear three rising tones, then drag up or down.
- *Use the list index:* Some lists have an alphabetical table index along the right side. Select the index, then swipe up or down to move through the index. You can also double-tap, hold, then slide your finger up or down.
- *Reorder a list:* You can change the order of items in some lists, such as the Rotor items in Accessibility settings. Select ≡ to the right side of an item, double-tap and hold until you hear three rising tones, then drag up or down.

Open Notification Center. Select any item in the status bar, then swipe down with three fingers. To dismiss, do a two-finger scrub (move two fingers back and forth three times quickly, making a “z”).

Open Control Center. Select any item in the status bar, then swipe up with three fingers. To dismiss Control Center, do a two-finger scrub.

Switch apps. Double-click the Home button to see open apps, swipe left or right with one finger to select an app, then double-tap to switch to it. Or, set the rotor to Actions while viewing open apps, then swipe up or down.

Rearrange your Home screen. Select an icon on the Home screen, double-tap and hold, then drag. Lift your finger when the icon is in its new location. Drag an icon to the edge of the screen to move it to another Home screen. You can continue to select and move items until you press the Home button.

Speak iPad status information. Tap the status bar at the top of the screen, then swipe left or right to hear information about the time, battery state, Wi-Fi signal strength, and more.

Speak notifications. Go to Settings > General > Accessibility > VoiceOver, then turn on Always Speak Notifications. Notifications, including the text of incoming text messages, are spoken as they occur, even if iPad is locked. Unacknowledged notifications are repeated when you unlock iPad.

Turn the screen curtain on or off. Triple-tap with three fingers. When the screen curtain is on, the screen contents are active even though the display is turned off.

Learn VoiceOver gestures

When VoiceOver is on, standard touchscreen gestures have different effects, and additional gestures let you move around the screen and control individual items. VoiceOver gestures include two-, three-, and four-finger taps and swipes. For best results using multi-finger gestures, relax and let your fingers touch the screen with some space between them.

You can use different techniques to enter a particular VoiceOver gesture. For example, you can perform a two-finger tap using two fingers from one hand, or one finger from each hand. You can even use your thumbs. Many use a split-tap gesture: instead of selecting an item and double-tapping, touch and hold an item with one finger, then tap the screen with another finger.

Try different techniques to discover which works best for you. If a gesture doesn't work, try a quicker movement, especially for a double-tap or swipe gesture. To swipe, try brushing the screen quickly with your finger or fingers.

In VoiceOver settings, you can enter a special area where you can practice VoiceOver gestures without affecting iPad or its settings.

Practice VoiceOver gestures. Go to Settings > General > Accessibility > VoiceOver, then tap VoiceOver Practice. When you finish practicing, tap Done. If you don't see the VoiceOver Practice button, make sure VoiceOver is turned on.

Here are some key VoiceOver gestures:

Navigate and read

- *Tap:* Select and speak the item.
- *Swipe right or left:* Select the next or previous item.
- *Swipe up or down:* Depends on the rotor setting. See [Use the VoiceOver rotor](#) on page 127.
- *Two-finger swipe up:* Read all from the top of the screen.
- *Two-finger swipe down:* Read all from the current position.
- *Two-finger tap:* Stop or resume speaking.
- *Two-finger scrub:* Move two fingers back and forth three times quickly (making a "z") to dismiss an alert or go back to the previous screen.
- *Three-finger swipe up or down:* Scroll one page at a time.
- *Three-finger swipe right or left:* Go to the next or previous page (on the Home screen, for example).
- *Three-finger tap:* Speak additional information, such as position within a list or whether text is selected.
- *Four-finger tap at top of screen:* Select the first item on the page.
- *Four-finger tap at bottom of screen:* Select the last item on the page.

Activate

- *Double-tap*: Activate the selected item.
- *Triple-tap*: Double-tap an item.
- *Split-tap*: As an alternative to selecting an item and double-tapping to activate it, touch and hold an item with one finger, then tap the screen with another.
- *Double-tap and hold (1 second) + standard gesture*: Use a standard gesture. The double-tap and hold gesture tells iPad to interpret the next gesture as standard. For example, you can double-tap and hold, then without lifting your finger, drag your finger to slide a switch.
- *Two-finger double-tap*: Play or pause in Music, Videos, or Photos. Take a photo in Camera. Start or pause recording in Camera. Start or stop the stopwatch.
- *Two-finger double-tap and hold*: Relabel the selected item.
- *Two-finger triple-tap*: Open the Item Chooser.
- *Three-finger double-tap*: Mute or unmute VoiceOver.
- *Three-finger triple-tap*: Turn the screen curtain on or off.

Use the VoiceOver rotor

Use the rotor to choose what happens when you swipe up or down with VoiceOver turned on, or to select special input methods such as Braille Screen Input or Handwriting.

Operate the rotor. Rotate two fingers on the iPad screen around a point between them.



Choose your rotor options. Go to Settings > General > Accessibility > VoiceOver > Rotor, then select the options you want to include in the rotor.

The available rotor options and their effects depend on what you're doing. For example, if you're reading an email, you can use the rotor to switch between hearing text spoken word-by-word or character-by-character when you swipe up or down. If you're browsing a webpage, you can set the rotor to speak all the text (either word-by-word or character-by-character), or to jump from one item to another of a certain type, such as headers or links.

When you use an Apple Wireless Keyboard to control VoiceOver, the rotor lets you adjust settings such as volume, speech rate, use of pitch or phonetics, typing echo, and reading of punctuation. See [Use VoiceOver with an Apple Wireless Keyboard](#) on page 130.

Use the onscreen keyboard

When you activate an editable text field, the onscreen keyboard appears (unless you have an Apple Wireless Keyboard attached).

Activate a text field. Select the text field, then double-tap. The insertion point and the onscreen keyboard appear.

Enter text. Type characters using the onscreen keyboard:

- *Standard typing*: Select a key on the keyboard by swiping left or right, then double-tap to enter the character. Or move your finger around the keyboard to select a key and, while continuing to touch the key with one finger, tap the screen with another finger. VoiceOver speaks the key when it's selected, and again when the character is entered.

- *Touch typing:* Touch a key on the keyboard to select it, then lift your finger to enter the character. If you touch the wrong key, slide your finger to the key you want. VoiceOver speaks the character for each key as you touch it, but doesn't enter a character until you lift your finger.
- *Direct Touch typing:* VoiceOver is disabled for the keyboard only, so you can type just as you do when VoiceOver is off.
- *Choose typing style:* Go to Settings > General > Accessibility > VoiceOver > Typing Style. Or, set the rotor to Typing Mode, then swipe up or down.

Move the insertion point. Swipe up or down to move the insertion point forward or backward in the text. Use the rotor to choose whether you want to move the insertion point by character, by word, or by line. To jump to the beginning or end, double-tap the text.


VoiceOver makes a sound when the insertion point moves, and speaks the character, word, or line that the insertion point moves across. When moving forward by words, the insertion point is placed at the end of each word, before the space or punctuation that follows. When moving backward, the insertion point is placed at the end of the preceding word, before the space or punctuation that follows it.

Move the insertion point past the punctuation at the end of a word or sentence. Use the rotor to switch back to character mode.

When moving the insertion point by line, VoiceOver speaks each line as you move across it. When moving forward, the insertion point is placed at the beginning of the next line (except when you reach the last line of a paragraph, when the insertion point is moved to the end of the line just spoken). When moving backward, the insertion point is placed at the beginning of the line that's spoken.

Change typing feedback. Go to Settings > General > Accessibility > VoiceOver > Typing Feedback.

Use phonetics in typing feedback. Go to Settings > General > Accessibility > VoiceOver > Phonetic Feedback. Text is read character by character. VoiceOver first speaks the character, then its phonetic equivalent—for example, “f” and then “foxtrot.”

Delete a character. Use  with any of the VoiceOver typing styles. VoiceOver speaks each character as it's deleted. If Use Pitch Change is turned on, VoiceOver speaks deleted characters in a lower pitch.

Select text. Set the rotor to Edit, swipe up or down to choose Select or Select All, then double-tap. If you chose Select, the word closest to the insertion point is selected when you double-tap. To increase or decrease the selection, do a two-finger scrub to dismiss the pop-up menu, then pinch.

Cut, copy, or paste. Set the rotor to Edit, select the text, swipe up or down to choose Cut, Copy, or Paste, then double-tap.

Undo. Shake iPad, swipe left or right to choose the action to undo, then double-tap.

Enter an accented character. In standard typing style, select the plain character, then double-tap and hold until you hear a sound indicating alternate characters have appeared. Drag left or right to select and hear the choices. Release your finger to enter the current selection. In touch typing style, touch and hold a character until the alternate characters appear.

Change the keyboard language. Set the rotor to Language, then swipe up or down. Choose “default language” to use the language specified in Language & Region settings. The Language rotor item appears only if you select more than one language in Settings > General > Accessibility > VoiceOver > Speech.

Write with your finger

Handwriting mode lets you enter text by writing characters on the screen with your finger. In addition to normal text entry, use handwriting mode to enter your iPad passcode silently or open apps from the Home screen.

Enter handwriting mode. Use the rotor to select Handwriting. If Handwriting isn't in the rotor, go to Settings > General > Accessibility > VoiceOver > Rotor, then add it.

Choose a character type. Swipe up or down with three fingers to choose lowercase, numbers, uppercase, or punctuation.

Hear the currently selected character type. Tap with three fingers.

Enter a character. Trace the character on the screen with your finger.

Enter a space. Swipe right with two fingers.

Go to a new line. Swipe right with three fingers.

Delete the character before the insertion point. Swipe left with two fingers.

Select an item on the Home screen. Start writing the name of the item. If there are multiple matches, continue to spell the name until it is unique, or swipe up or down with two fingers to choose from the current matches.

Enter your passcode silently. Set the rotor to Handwriting on the passcode screen, then write the characters of your passcode.

Use a table index to skip through a long list. Select the table index to the right of the table (for example, next to your Contacts list or in the VoiceOver Item Chooser), then write the letter.

Set the rotor to a web browsing element type. Write the first letter of a page element type. For example, write "l" to have up or down swipes skip to links, or "h" to skip to headings.

Exit handwriting mode. Do a two-finger scrub, or turn the rotor to a different selection.

Type onscreen braille

With Braille Screen Input enabled, you can use your fingers to enter 6-dot, 8-dot, or contracted braille codes directly on the iPad screen. Tap codes with iPad laying flat in front of you (tabletop mode), or hold iPad with the screen facing away so your fingers curl back to tap the screen (screen away mode).

Turn on Braille Screen Input. Use the rotor to select Braille Screen Input. If you don't find it in the rotor, go to Settings > General > Accessibility > VoiceOver > Rotor, then add it.

Enter braille codes. Place iPad flat in front of you or hold it with the screen facing away, then tap the screen with one or several fingers at the same time.

Adjust entry dot positions. To move the entry dots to match your natural finger positions, double-tap six or eight fingers at the same time.

Switch between 6-dot, 8-dot, and contracted braille. Swipe to the right with three fingers. To set the default, go to Settings > General > Accessibility > VoiceOver > Braille > Braille Screen Input.

Enter a space. Swipe right with one finger. (In screen away mode, swipe to *your* right.)

Delete the previous character. Swipe left with one finger.

Move to a new line (typing) or launch app (Home screen). Swipe right with two fingers.

Cycle through spelling suggestions. Swipe up or down with one finger.

Select an item on the Home screen. Start entering the name of the item. If there are multiple matches, continue to spell the name until it is unique, or swipe up or down with one finger to select a partial match.

Launch the selected app. Swipe right with two fingers.

Translate immediately (when contractions are enabled). Swipe down with two fingers.

Stop entering braille. Do a two-finger scrub, or set the rotor to another setting.

Use VoiceOver with an Apple Wireless Keyboard

You can control VoiceOver using an Apple Wireless Keyboard paired with iPad. See [Bluetooth devices](#) on page 39.

Use VoiceOver keyboard commands to navigate the screen, select items, read screen contents, adjust the rotor, and perform other VoiceOver actions. Most commands use the Control-Option key combination, abbreviated in the list that follows as "VO."

You can use VoiceOver Help to learn the keyboard layout and the actions associated with various key combinations. VoiceOver Help speaks keys and keyboard commands as you type them, without performing the associated action.

VoiceOver keyboard commands

VO = Control-Option

- *Turn on VoiceOver help:* VO-K
- *Turn off VoiceOver help:* Escape
- *Select the next or previous item:* VO-Right Arrow or VO-Left Arrow
- *Double-tap to activate the selected item:* VO-Space bar
- *Press the Home button:* VO-H
- *Touch and hold the selected item:* VO-Shift-M
- *Move to the status bar:* VO-M
- *Read from the current position:* VO-A
- *Read from the top:* VO-B
- *Pause or resume reading:* Control
- *Copy the last spoken text to the clipboard:* VO-Shift-C
- *Search for text:* VO-F
- *Mute or unmute VoiceOver:* VO-S
- *Open Notification Center:* Fn-VO-Up Arrow
- *Open Control Center:* Fn-VO-Down Arrow
- *Open the Item Chooser:* VO-I
- *Change the label of the selected item:* VO-/
- *Double-tap with two fingers:* VO-"-"
- *Adjust the rotor:* Use Quick Nav (see below)
- *Swipe up or down:* VO-Up Arrow or VO-Down Arrow
- *Adjust the speech rotor:* VO-Command-Left Arrow or VO-Command-Right Arrow
- *Adjust the setting specified by the speech rotor:* VO-Command-Up Arrow or VO-Command-Down Arrow
- *Turn the screen curtain on or off:* VO-Shift-S

- *Return to the previous screen:* Escape
- *Switch apps:* Command–Tab or Command–Shift–Tab

Quick Nav

Turn on Quick Nav to control VoiceOver using the arrow keys.

- *Turn Quick Nav on or off:* Left Arrow–Right Arrow
- *Select the next or previous item:* Right Arrow or Left Arrow
- *Select the next or previous item specified by the rotor:* Up Arrow or Down Arrow
- *Select the first or last item:* Control–Up Arrow or Control–Down Arrow
- *Tap an item:* Up Arrow–Down Arrow
- *Scroll up, down, left, or right:* Option–Up Arrow, Option–Down Arrow, Option–Left Arrow, or Option–Right Arrow
- *Adjust the rotor:* Up Arrow–Left Arrow or Up Arrow–Right Arrow

Single-letter Quick Nav for the web

When you view a webpage with Quick Nav enabled, you can use the following keys on the keyboard to navigate the page quickly. Typing the key moves to the next item of the indicated type. To move to the previous item, hold the Shift key as you type the letter.

- *Heading:* H
- *Link:* L
- *Text field:* R
- *Button:* B
- *Form control:* C
- *Image:* I
- *Table:* T
- *Static text:* S
- *ARIA landmark:* W
- *List:* X
- *Item of the same type:* M
- *Level 1 heading:* 1
- *Level 2 heading:* 2
- *Level 3 heading:* 3
- *Level 4 heading:* 4
- *Level 5 heading:* 5
- *Level 6 heading:* 6

Text editing

Use these commands (with Quick Nav turned off) to work with text. VoiceOver reads the text as you move the insertion point.

- *Go forward or back one character:* Right Arrow or Left Arrow
- *Go forward or back one word:* Option–Right Arrow or Option–Left Arrow
- *Go up or down one line:* Up Arrow or Down Arrow
- *Go to the beginning or end of the line:* Command–Left Arrow or Command–Down Arrow
- *Go to the beginning or end of the paragraph:* Option–Up Arrow or Option–Down Arrow
- *Go to the previous or next paragraph:* Option–Up Arrow or Option–Down Arrow

- *Go to the top or bottom of the text field:* Command–Up Arrow or Command–Down Arrow
- *Select text as you move:* Shift + any of the insertion point movement commands above
- *Select all text:* Command–A
- *Copy, cut, or paste the selected text:* Command–C, Command–X, or Command–V
- *Undo or redo last change:* Command–Z or Shift–Command–Z

Support for braille displays

You can use a Bluetooth braille display to read VoiceOver output, and you can use a braille display with input keys and other controls to control iPad when VoiceOver is turned on. For a list of supported braille displays, go to www.apple.com/accessibility/ios/braille-display.html.

Connect a braille display. Turn on the display, then go to Settings > General > Bluetooth and turn on Bluetooth. Then go to Settings > General > Accessibility > VoiceOver > Braille and choose the display.

Adjust Braille settings. Go to Settings > General > Accessibility > VoiceOver > Braille, where you can:

- Choose contracted, uncontracted eight-dot, or uncontracted six-dot braille input or output
- Turn on the status cell and choose its location
- Turn on Nemeth code for equations
- Display the onscreen keyboard
- Choose to have the page turned automatically when panning
- Change the braille translation from Unified English

For information about common braille commands for VoiceOver navigation, and for information specific to certain displays, go to support.apple.com/kb/HT4400.

Set the language for VoiceOver. Go to Settings > General > Language & Region.

If you change the language for iPad, you may need to reset the language for VoiceOver and your braille display.

You can set the leftmost or rightmost cell of your braille display to provide system status and other information:

- Announcement History contains an unread message
- The current Announcement History message hasn't been read
- VoiceOver speech is muted
- The iPad battery is low (less than 20% charge)
- iPad is in landscape orientation
- The screen display is turned off
- The current line contains additional text to the left
- The current line contains additional text to the right

Set the leftmost or rightmost cell to display status information. Go to Settings > General > Accessibility > VoiceOver > Braille > Status Cell, then tap Left or Right.

See an expanded description of the status cell. On your braille display, press the status cell's router button.

Read math equations

VoiceOver can read aloud math equations encoded using:

- MathML on the web
- MathML or LaTeX in iBooks Author

Hear an equation. Have VoiceOver read the text as usual. VoiceOver says “math” before it starts reading an equation.


Explore the equation. Double tap the selected equation to display it full screen and move through it one element at a time. Swipe left or right to read elements of the equation. Use the rotor to select Symbols, Small Expressions, Medium Expressions, or Large Expressions, then swipe up or down to hear the next element of that size. You can continue to double-tap the selected element to “drill down” into the equation to focus on the selected element, then swipe left or right, up or down to read one part at a time.

Equations read by VoiceOver can also be output to a braille device using Nemeth code, as well as the codes used by Unified English Braille, British English, French, and Greek. See [Support for braille displays](#) on page 132.

Use VoiceOver with Safari

Search the web. Select the search field, enter your search, then swipe right or left to move down or up the list of suggested search phrases. Then double-tap the screen to search the web using the selected phrase.

Skip to the next page element of a particular type. Set the rotor to the element type, then swipe up or down.

Set the rotor options for web browsing. Go to Settings > General > Accessibility > VoiceOver > Rotor. Tap to select or deselect options, or drag  up to reposition an item.

Skip images while navigating. Go to Settings > General > Accessibility > VoiceOver > Navigate Images. You can choose to skip all images or only those without descriptions.

Reduce page clutter for easier reading and navigation. Select the Reader item in the Safari address field (not available for all pages).

If you pair an Apple Wireless Keyboard with iPad, you can use single-key Quick Nav commands to navigate webpages. See [Use VoiceOver with an Apple Wireless Keyboard](#) on page 130.

Use VoiceOver with Maps

With VoiceOver, you can zoom in or out, select a pin, or get information about a location.

Explore the map. Drag your finger around the screen, or swipe left or right to move to another item.

Zoom in or out. Select the map, set the rotor to Zoom, then swipe down or up with one finger.

Pan the map. Swipe with three fingers.

Browse visible points of interest. Set the rotor to Points of Interest, then swipe up or down with one finger.

Follow a road. Hold your finger down on the road, wait until you hear “pause to follow,” then move your finger along the road while listening to the guide tone. The pitch increases when you stray from the road.

Select a pin. Touch a pin, or swipe left or right to select the pin.

Get information about a location. With a pin selected, double-tap to display the information flag. Swipe left or right to select the More Info button, then double-tap to display the information page.

Hear location cues as you move about. Turn on Tracking with heading to hear street names and points of interest as you approach them.

Edit videos with VoiceOver

You can use VoiceOver gestures to trim Camera videos.

Trim a video. While viewing a video, double-tap the screen to display the video controls. Select the beginning or end of the trim tool. Then swipe up to drag to the right, or swipe down to drag to the left. VoiceOver announces the amount of time the current position will trim from the recording. To complete the trim, select Trim and double-tap.

Zoom

Many apps let you zoom in or out on specific items. For example, you can double-tap or pinch to look closer in Photos or expand webpage columns in Safari. But, there's also a general Zoom feature that lets you magnify the screen no matter what you're doing. You can zoom the entire screen (Full Screen Zoom) or zoom part of the screen in a resizable window and leave the rest of the screen unmagnified (Window Zoom). And, you can use Zoom together with VoiceOver.

Turn Zoom on or off. Go to Settings > General > Accessibility > Zoom. Or use the Accessibility Shortcut—see [Accessibility Shortcut](#) on page 123.

Zoom in or out. With Zoom turned on, double-tap the screen with three fingers.

Adjust the magnification. Double-tap with three fingers, then drag up or down. This gesture is similar to a double-tap, except you don't lift your fingers after the second tap—instead, drag your fingers on the screen. You can also triple-tap with three fingers, then drag the Zoom Level slider in the zoom controls that appear. To limit the maximum magnification, go to Settings > General > Accessibility > Zoom > Maximum Zoom Level.

Pan to see more. Drag the screen with three fingers. Or, hold your finger near the edge of the screen to pan to that side. Move your finger closer to the edge to pan more quickly. Or, if you have detached the Zoom Controller, drag it.

Switch between Full Screen Zoom and Window Zoom. Triple-tap with three fingers, then tap Window Zoom or Full Screen Zoom in the zoom controls that appear. To choose the mode that's used when you turn on Zoom, go to Settings > General > Accessibility > Zoom > Zoom Region.

Resize the zoom window (Window Zoom). Triple-tap with three fingers, tap Resize Lens, then drag any of the round handles that appear.

Move the zoom window (Window Zoom). Drag the handle at the bottom of the zoom window.

Show the zoom controller. Turn on Settings > General > Accessibility > Zoom > Show Controller. Or, triple-tap with three fingers, then choose Show Controller in the zoom controls that appear. With the Zoom Controls button showing, you can double-tap it to zoom in or out, or single-tap it to display the zoom controls. To move the button, tap and hold it, then drag it to a new location.

Have Zoom track your selections or the text insertion point. Go to Settings > General > Accessibility > Zoom > Follow Focus. Then, for example, if you use VoiceOver, turning on this option causes the zoom window to magnify each element on the screen as you select it using a swipe in VoiceOver.

Zoom in on your typing without magnifying the keyboard. Go to Settings > General > Accessibility > Zoom, then turn on Follow Focus and turn off Zoom Keyboard. Now when you zoom in while typing (in Messages or Notes, for example), the text you type is magnified but all of the keyboard remains visible.

Display the magnified part of the screen in grayscale or inverted color. Triple-tap with three fingers, then tap the Filters button in the controls that appear.

While using Zoom with an Apple Wireless Keyboard, the screen image follows the insertion point, keeping it in the center of the display. See [Use an Apple Wireless Keyboard](#) on page 29.

Invert Colors and Grayscale

Sometimes, inverting the colors or changing to grayscale on the iPad screen makes it easier to read.

Invert the screen colors. Go to Settings > General > Accessibility > Invert Colors.

See the screen in grayscale. Go to Settings > General > Accessibility > Grayscale.

Turn on both effects to see inverted grayscale. You can also apply these effects to just the contents of the zoom window—see [Zoom](#) on page 134.

Speak Selection

Even with VoiceOver turned off, you can have iPad read aloud any text you select.

Turn on Speak Selection. Go to Settings > General > Accessibility > Speak Selection. There you can also:

- Adjust the speaking rate
- Choose to have individual words highlighted as they're read

Have text read to you. Select the text, then tap Speak.

You can also have iPad read the entire screen to you—see [Speak Screen](#) on page 135.

Speak Screen

iPad can read the contents of the screen to you, even if you don't use VoiceOver.

Turn on Speak Screen. Go to Settings > General > Accessibility > Speech > Speak Screen.

Have iPad speak the screen. Swipe down from the top of the screen with two fingers, or ask Siri to “speak screen.” Use the controls that appear to pause speaking or adjust the rate.

Highlight what's being spoken. Turn on Highlight Content, below the Speak Screen switch when it's turned on.

You can also have iPad read just text you select—see [Speak Selection](#), above.

Speak Auto-Text

Speak Auto-text speaks the text corrections and suggestions iPad makes when you type.

Turn Speak Auto-text on or off. Go to Settings > General > Accessibility > Speak Auto-text.

Speak Auto-text also works with VoiceOver and Zoom.

Large, bold, and high-contrast text

Display larger text in apps such as **Settings, Calendar, Contacts, Mail, Messages, and Notes.**

Go to Settings > General > Text Size, then adjust the slider. For even larger text, go to Settings > General > Accessibility > Larger Text, then turn on Larger Accessibility Sizes.

Display bolder text for items on iPad. Go to Settings > General > Accessibility, then turn on Bold Text.

Increase the contrast of text where possible. Go to Settings > General > Accessibility, then turn on Increase Contrast.

Button Shapes

iPad can add a colored background shape or an underline to buttons so they're easier to see.

Emphasize buttons. Go to Settings > General > Accessibility > Button Shapes.

Reduce screen motion

You can stop the movement of some screen elements, for example, the parallax effect of icons and alerts against the wallpaper, or motion transitions.

Reduce motion. Go to Settings > General > Accessibility, then turn on Reduce Motion.

On/off switch labels

To make it easier to see whether a setting is on or off, you can have iPad show an additional label on on/off switches.

Add switch-setting labels. Go to Settings > General > Accessibility, then turn on On/Off Labels.

Assignable tones

You can assign distinctive ringtones to people in your contacts list for audible FaceTime caller ID. You can also assign distinct tones to alert you of a variety of other events, including new voicemail, new mail, sent mail, Tweet, Facebook Post, and reminders. See [Sounds and silence](#) on page 34.

You can purchase ringtones from the iTunes Store on iPad. See Chapter 22, [iTunes Store](#), on page 107.

Video Descriptions

Video descriptions provide an audible description of video scenes. If you have a video that includes video descriptions, iPad can play them for you.

Turn on Video Descriptions. Go to Settings > General > Accessibility > Video Descriptions.

Hearing aids

If you have Made for iPhone hearing aids (compatible with iPad 4th generation or later and iPad mini), you can use iPad to adjust their settings, stream audio, or use iPad as a remote mic.

Pair with iPad. If your hearing aids aren't listed in Settings > General > Accessibility > Hearing Aids, you need to pair them with iPad. To start, open the battery door on each hearing aid. Next, on iPad, go to Settings > Bluetooth and make sure Bluetooth is turned on. Then go to Settings > General > Accessibility > Hearing Aids. Close the battery doors on your hearing aids and wait until their name appears in the list of devices (this could take a minute). When the name appears, tap it and respond to the pairing request.


When pairing is finished, you hear a series of beeps and a tone, and a checkmark appears next to the hearing aids in the Devices list. Pairing can take as long as 60 seconds—don't try to stream audio or otherwise use the hearing aids until pairing is finished.

You should only need to pair once (and your audiologist might do it for you). After that, each time you turn your hearing aids back on, they reconnect to iPad.

Adjust hearing aid settings and view status. Go to Settings > General > Accessibility > Hearing Aids, or choose Hearing Aids from the Accessibility Shortcut. See [Accessibility Shortcut](#) on page 123. Hearing aid settings appear only after you pair your hearing aids with iPad.

For shortcut access from the Lock screen, go to Settings > General > Accessibility > Hearing Aids > Control on Lock Screen. Use the settings to:

- Check hearing aid battery status.
- Adjust ambient microphone volume and equalization.
- Choose which hearing aids (left, right, or both) receive streaming audio.
- Control Live Listen.

Stream audio to your hearing aids. Stream audio from Siri, Music, Videos, and more, by choosing your hearing aids from the AirPlay menu .

Use iPad as a remote microphone. You can use Live Listen to stream sound from the microphone in iPad to your hearing aids. This can help you hear better in some situations by positioning iPad nearer the sound source. Triple-click the Home button, choose Hearing Aids, then tap Start Live Listen.

Use your hearing aids with more than one iOS device. If you pair your hearing aid with more than one iOS device (both iPhone and iPad, for example), the connection for your hearing aids automatically switches from one to the other when you do something that generates audio on the other device, or when you receive a phone call on iPhone. Changes you make to hearing aid settings on one device are automatically sent to your other iOS devices. To take advantage of this, all of the devices must be on the same Wi-Fi network and signed into iCloud using the same Apple ID.


Mono audio and balance

Mono Audio combines the sound from the left and right channels into a mono signal played on both channels. This way you can hear everything with either ear, or through both ears with one channel set louder.

Turn Mono Audio on or off. Go to Settings > General > Accessibility > Mono Audio.

Adjust the balance. Go to Settings > General > Accessibility, then drag the Left Right Stereo Balance slider.

Subtitles and closed captions

The Videos app includes an Alternate Track button  you can tap to choose subtitles and captions offered by the video you're watching. Standard subtitles and captions are usually listed, but if you prefer special accessible captions, such as subtitles for the deaf and hard of hearing (SDH), you can set iPad to list them instead if they're available.

Prefer accessible subtitles and closed captions for the hard of hearing in the list of available subtitles and captions. Go to Settings > General > Accessibility > Subtitles & Captioning, then turn on Closed Captions + SDH. This also turns on subtitles and captions in the Videos app.

Choose from available subtitles and captions. In Videos, tap  while watching a video.

Customize your subtitles and captions. Go to Settings > General > Accessibility > Subtitles & Captioning > Style, where you can choose an existing caption style or create a new style based on your choice of:

- Font, size, and color
- Background color and opacity
- Text opacity, edge style, and highlight

Not all video content includes closed captions.

Siri

With Siri, you can do things such as opening apps just by asking, and VoiceOver can read Siri responses to you. For information, see [Use Siri](#) on page 46.

Widescreen keyboards

All built-in iPad apps show a larger onscreen keyboard when you rotate iPad to landscape view. You can also type using an Apple Wireless Keyboard.

Guided Access

Guided Access helps someone using iPad to stay focused on a task. Guided Access limits iPad to a single app, and lets you control which app features are available. Use Guided Access to:

- Temporarily restrict iPad to a particular app
- Disable areas of the screen that aren't relevant to a task, or areas where an accidental gesture might cause a distraction
- Limit how long someone can use an app
- Disable the iPad hardware buttons

Use Guided Access. Go to Settings > General > Accessibility > Guided Access, where you can:

- Turn Guided Access on or off
- Tap Passcode Settings to set a passcode that controls the use of Guided Access (preventing someone from leaving a session), and turn on Touch ID (as a way to end Guided Access)
- Tap Time Limits to set a sound or have the remaining Guided Access time spoken before time ends
- Set whether other accessibility shortcuts are available during a session

Start a Guided Access session. After turning on Guided Access, open the app, then triple-click the Home button. Adjust settings for the session, then click Start.

- *Disable app controls and areas of the app screen:* Draw a circle or rectangle around any part of the screen you want to disable. Drag the mask into position or use the handles to adjust its size.
- *Enable the Sleep/Wake button and Volume buttons:* Tap Options below Hardware Buttons.
- *Keep iPad from switching from portrait to landscape or from responding to other motions:* Tap Options and turn off Motion.
- *Prevent typing:* Tap Options and turn off Keyboards.
- *Ignore all screen touches:* Turn off Touch at the bottom of the screen.
- *Set a session time limit:* Tap Time Limit Options at the bottom of the screen.

End the session. Triple-click the Home button, then enter the Guided Access passcode, or use Touch ID (if enabled).

Switch Control

Switch Control lets you control iPad using a single switch or multiple switches. Use any of several methods to perform actions such as selecting, tapping, dragging, typing, and even free-hand drawing. The basic technique is to use a switch to select an item or location on the screen, and then use the same (or different) switch to choose an action to perform on that item or location. Three basic methods are:

- *Item scanning (default),* which highlights different items on the screen until you select one.
- *Point scanning,* which lets you use scanning crosshairs to pick a screen location.
- *Manual selection,* which lets you move from item to item on demand (requires multiple switches).

Whichever method you use, when you select an individual item (rather than a group), a menu appears so you can choose how to act on the selected item (tap, drag, or pinch, for example).

If you use multiple switches, you can set up each switch to perform a specific action and customize your item selection method. For example, instead of automatically scanning screen items, you can set up switches to move to the next or previous item on demand.

You can adjust the behavior of Switch Control in a variety of ways, to suit your specific needs and style.

Add a switch and turn on Switch Control

You can use any of these as a switch:

- *An external adaptive switch.* Choose from a variety of popular USB or Bluetooth switches.
- *The iPad screen.* Tap the screen to trigger the switch.
- *The iPad FaceTime camera.* Move your head to trigger the switch. You can use the camera as two switches; one when you move your head to the left, and the other when you move your head to the right.

Add a switch and choose its action. Go to Settings > General > Accessibility > Switch Control > Switches. If you use only one switch, it is your Select Item switch by default.

If you're adding an external switch, you need to connect it to iPad before it will appear in the list of available switches. Follow the instructions that came with the switch. If it connects using Bluetooth, you need to pair it with iPad—turn on the switch, go to Settings > Bluetooth, tap the switch, then follow the onscreen instructions. For more information, see [Bluetooth devices](#) on page 39.

Turn on Switch Control. Go to Settings > General > Accessibility > Switch Control, or use the Accessibility Shortcut—see [Accessibility Shortcut](#) on page 123.

Turn off Switch Control. Use any scanning method to select and tap Settings > General > Accessibility > Switch Control. Or, triple-click the Home button.

Basic techniques

Whether you use item scanning or point scanning, the Switch Control basics are the same.

Select an item. Trigger your Select Item switch when the item is highlighted (item scanning) or under the crosshairs (point scanning).

Perform an action on the selected item. Choose a command from the control menu that appears when you select the item. The layout of the menu depends on whether you use Auto Tap.

- *With Auto Tap off:* The control menu includes only the Tap button and the More button (two dots at the bottom). If you're in a scrollable area of the screen, a Scroll button also appears. To tap the highlighted item, trigger your Select Item button when Tap is highlighted. To see additional action buttons, choose More at the bottom of the menu. If you have multiple switches, you can set one up specifically for tapping.
- *With Auto Tap on:* To tap the item, do nothing—the item is automatically tapped when the Auto Tap interval expires (0.75 seconds if you haven't changed it). To see the control menu, trigger your Select Item button before the Auto Tap interval expires. The control menu skips the Tap button and goes right to the full set of action buttons.

Turn on Auto Tap. Go to Settings > General > Accessibility > Switch Control > Auto Tap. To tap an item with Auto Tap on, just wait for the Auto Tap interval to pass.

Dismiss the control menu without choosing an action. Tap while the original item is highlighted and all the icons in the control menu are dimmed. Or, choose Escape from the control menu. The menu goes away after cycling the number of times you specify at Settings > General > Accessibility > Switch Control > Loops.

Perform screen gestures. Choose Gestures from the control menu.

Scroll the screen. Select an item in a scrollable part of the screen, then:

- *With Auto Tap off:* Select the Scroll Down button (next to the Tap button) in the control menu. Or, for more scrolling options, select More, then select Scroll.
- *With Auto Tap on:* Select Scroll from the control menu. If many actions are available, you might have to select More first.

Tap the Home button. Select Home in the control menu.

Perform other hardware actions. Select any item, then select Device from the menu that appears. Use the menu to mimic these actions:

- Double-click the Home button for multitasking
- Open Notification Center or Control Center
- Press the Sleep/Wake button to lock iPad
- Rotate iPad
- Flip the Side Switch to mute iPad volume
- Press the Volume buttons
- Hold down the Home button to open Siri
- Triple-click the Home button

- Shake iPad
- Press the Home and Sleep/Wake buttons simultaneously to take a screenshot
- Swipe down from the top with two fingers to speak the screen (if you have Speak Screen turned on)

Item scanning

Item scanning alternately highlights each item or group of items on the entire screen until you trigger your Select Item switch. If there are many items, Switch Control highlights them in groups. When you select a group, highlighting continues with the items in the group. When you finally select a unique item, scanning stops and the control menu appears. Item scanning is the default when you first turn on Switch Control.

Select an item or enter a group. Watch (or listen) as items are highlighted. When the item you want to control (or the group containing the item) is highlighted, trigger your Select Item switch. Work your way down the hierarchy of items until you select the individual item you want to control.

Back out of a group. Trigger your Select Item switch when the dashed highlight around the group or item appears.

Dismiss the menu without performing an action. Trigger your Select Item switch when the item itself is highlighted. Or, choose Escape from the control menu.

Hear the names of items as they are highlighted. Go to Settings > General > Accessibility > Switch Control, then turn on Speech. Or select Settings from the control menu, then select Speech On.

Slow down the scanning. Go to Settings > General > Accessibility > Switch Control > Auto Scanning Time.

Point scanning

Point scanning lets you select an item on the screen by pinpointing it with scanning crosshairs.

Switch to point scanning. Use item scanning to select Point Mode from the control menu. The vertical crosshair appears when you close the menu.

Select an item. Trigger your Select Item switch when the item you want is within the broad, horizontal scanning band, then trigger again when the fine scanning line is on the item. Repeat for vertical scanning.

Refine your selection point. Choose Refine Selection from the control menu.

Return to item scanning. Choose Item Mode from the control menu.

Manual selection

You can select a screen item directly using dedicated switches instead of having iPad alternately highlight every item.

Stop scanning and highlight items yourself. Add switches *in addition to your Select Item switch* to perform the Move To Next Item and Move To Previous Item actions. (You can use the iPad FaceTime camera with head-left and head-right movements for these switches.) When you've added the switches, turn off Settings > General > Accessibility > Switch Control > Auto Scanning.

Important: Don't turn off Auto Scanning if you use only one switch. You need at least two: one to move to an item and a second to select the item.

Settings and adjustments

Adjust basic settings. Go to Settings > General > Accessibility > Switch Control, where you can:

- Add switches and specify their function
- Turn off auto scanning (only if you've added a "Move to Next Item" switch)
- Adjust how rapidly items are scanned
- Set scanning to pause on the first item in a group
- Choose how many times to cycle through the screen before hiding Switch Control
- Turn Auto Tap on or off and set the interval for performing a second switch action to show the control menu
- Set whether a movement action is repeated when you hold down a switch, and how long to wait before repeating
- Set whether and how long you need to hold a switch down before it's accepted as a switch action
- Have Switch Control ignore accidental repeated switch triggers
- Adjust the point scanning speed
- Turn on sound effects or have items read aloud as they are scanned
- Choose what to include in the Switch Control menu
- Set whether items should be grouped while item scanning
- Make the selection cursor larger or a different color
- Save custom gestures to the control menu (in Gestures > Saved)

Fine-tune Switch Control. Choose Settings from the control menu to:

- Adjust scanning speed
- Change the location of the control menu
- Switch between item scan mode and point scan mode
- Choose whether point scan mode displays crosshairs or a grid
- Reverse the scanning direction
- Turn sound or speech accompaniment on or off
- Turn off groups to scan items one at a time

AssistiveTouch

AssistiveTouch helps you use iPad if you have difficulty touching the screen or pressing the buttons. You can use AssistiveTouch without any accessory to perform gestures that are difficult for you. You also can use a compatible adaptive accessory (such as a joystick) together with AssistiveTouch to control iPad.

The AssistiveTouch menu lets you perform actions such as these by just tapping (or the equivalent on your accessory):

- Press the Home button
- Summon Siri
- Perform multi-finger gestures
- Access Control Center or Notification Center
- Adjust iPad volume
- Shake iPad
- Capture a screenshot

Turn on AssistiveTouch. Go to Settings > General > Accessibility > AssistiveTouch, or use the Accessibility Shortcut. See [Accessibility Shortcut](#) on page 123. When AssistiveTouch is on, the floating menu button appears on the screen.

Show or hide the menu. Tap the floating menu button, or click the secondary button on your accessory.

Simulate pressing the Home button. Tap the menu button, then tap Home.

Lock or rotate the screen, adjust iPad volume, or simulate shaking iPad. Tap the menu button, then tap Device.

Perform a swipe or drag that uses 2, 3, 4, or 5 fingers. Tap the menu button, then tap Device, More, then Gestures. Tap the number of digits needed for the gesture. When the corresponding circles appear on the screen, swipe or drag in the direction required by the gesture. When you finish, tap the menu button.

Perform a pinch gesture. Tap the menu button, tap Favorites, then tap Pinch. When the pinch circles appear, touch anywhere on the screen to move the pinch circles, then drag the pinch circles in or out to perform a pinch gesture. When you finish, tap the menu button.

Create your own gesture. You can add your own favorite gestures to the control menu (for example, tap and hold or two-finger rotation). Tap the menu button, tap Favorites, then tap an empty gesture placeholder. Or go to Settings > General > Accessibility > AssistiveTouch > Create New Gesture.

Example 1: To create the rotation gesture, go to Settings > General > Accessibility > AssistiveTouch > Create New Gesture. On the gesture recording screen that prompts you to touch to create a gesture, rotate two fingers on the iPad screen around a point between them. (You can do this with a single finger or stylus—just create each arc separately, one after the other.) If it doesn't turn out quite right, tap Cancel, then try again. When it looks right, tap Save, then give the gesture a name—maybe "Rotate 90." Then, to rotate the view in Maps, for example, open Maps, tap the AssistiveTouch menu button, and choose Rotate 90 from Favorites. When the blue circles representing the starting finger positions appear, drag them to the point around which you want to rotate the map, then release. You might want to create several gestures with different degrees of rotation.

Example 2: Let's create the touch and hold gesture that you use to start rearranging icons on your Home screen. This time, on the gesture recording screen, hold down your finger in one spot until the recording progress bar reaches halfway, then lift your finger. Be careful not to move your finger while recording, or the gesture will be recorded as a drag. Tap Save and name the gesture. To use the gesture, tap the AssistiveTouch menu button and choose your gesture from Favorites. When the blue circle representing your touch appears, drag it over a Home screen icon and release.

If you record a sequence of taps or drags, they're all played back at the same time. For example, using one finger or stylus to record four separate, sequential taps at four locations on the screen creates a simultaneous four-finger tap.

Exit a menu without performing a gesture. Tap anywhere outside the menu. To return to the previous menu, tap the arrow in the middle of the menu.

Move the menu button. Drag it anywhere along the edge of the screen.

Adjust your accessory tracking speed. Go to Settings > General > Accessibility > AssistiveTouch > Touch speed.

Hide the menu button (with accessory attached). Go to Settings > General > Accessibility > AssistiveTouch > Always Show Menu.

Accessibility in OS X

Take advantage of the accessibility features in OS X when you use iTunes to sync information and content from your iTunes library to iPad. In the Finder, choose Help > Help Center (or Help > Mac Help in OS X Yosemite), then search for “accessibility.”

For more information about iPad and OS X accessibility features, go to www.apple.com/accessibility.

iPad in the enterprise

With support for secure access to corporate networks, directories, and Microsoft Exchange, iPad is ready to go to work. For detailed information about using iPad in business, go to www.apple.com/ipad/business.

Mail, Contacts, and Calendar

To use iPad with your work accounts, you need to know the settings your organization requires. If you received your iPad from your organization, the settings and apps you need might already be installed. If it's your own iPad, your system administrator may provide you with the settings for you to enter, or they may have you connect to a *mobile device management* server that installs the settings and apps you should have.

Organizational settings and accounts are typically in *configuration profiles*. You might be asked to install a configuration profile that was sent to you in an email, or one that you need to download from a webpage. When you open the file, iPad asks for your permission to install the profile, and displays information about what it contains.

In most cases, when you install a configuration profile that sets up an account for you, some iPad settings can't be changed. For example, your organization might turn on Auto-Lock and require you to set a passcode in order to protect the information in the accounts you access.

You can see your profiles in Settings > General > Profiles. If you delete a profile, all of the settings and accounts associated with the profile are also removed, including any custom apps your organization provided or had you download. If you need a passcode to remove a profile, contact your system administrator.

Network access

A VPN (virtual private network) provides secure access over the Internet to private resources, such as your organization's network. You may need to install a VPN app from the App Store that configures your iPad to access a particular network. Contact your system administrator for information about any apps and settings you need.

Apps

In addition to the built-in apps and the ones you get from the App Store, your organization may want you to have certain other apps. They might provide you with a pre-paid *redemption code* for the App Store. When you download an app using a redemption code, you own it, even though your organization purchased it for you.

Your organization can also purchase App Store app licenses that are assigned to you for a period of time, but which the organization retains. You'll be invited to participate in your organization's program in order to access these apps. After you enroll with your Apple ID, you're prompted to install these apps as they're assigned to you. You can also find them in your Purchased list in the App Store. An app you receive this way is removed if the organization assigns it to someone else.

Your organization might also develop custom apps that aren't in the App Store. You install them from a webpage or, if your organization uses mobile device management, you receive a notification asking you to install them over the air. These apps belong to your organization, and they may be removed or stop working if you delete a configuration profile or dissociate iPad from the mobile device management server.



International Keyboards

International keyboards let you type text in many different languages, including Asian languages and languages written from right to left.



Use international keyboards



International keyboards let you type text in many different languages, including Asian languages and languages written from right to left. For a list of supported keyboards, go to www.apple.com/ipad, choose your iPad, click Tech Specs, then scroll to Languages.

Manage keyboards. Go to Settings > General > Keyboard > Keyboards.

- *Add a keyboard:* Tap Add New Keyboard, then choose a keyboard from the list. Repeat to add more keyboards.
- *Remove a keyboard:* Tap Edit, tap  next to the keyboard you want to remove, tap Delete, then tap Done.
- *Edit your keyboard list:* Tap Edit, then drag  next to a keyboard to a new place in the list, then tap Done.

To enter text in a different language, switch keyboards.

Switch keyboards while typing. Touch and hold the Globe key  to show all your enabled keyboards. To choose a keyboard, slide your finger to the name of the keyboard, then release. The Globe key  appears only if you enable more than one keyboard.

You can also just tap . When you tap , the name of the newly activated keyboard appears briefly. Continue tapping to access other enabled keyboards.

Many keyboards provide letters, numbers, and symbols that aren't visible on the keyboard.

Enter accented letters or other characters. Touch and hold the related letter, number, or symbol, then slide to choose a variant. For example:

- *On a Thai keyboard:* Choose native numbers by touching and holding the related Arabic number.
- *On a Chinese, Japanese, or Arabic keyboard:* Suggested characters or candidates appear at the top of the keyboard. Tap a candidate to enter it, or swipe left to see more candidates.

Use the extended suggested candidate list. Tap the up arrow on the right to view the full candidate list.

- *Scroll the list:* Swipe up or down.
- *Return to the short list:* Tap the down arrow.

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

Turn shortcuts on or off. Go to Settings > General > Keyboard > Shortcuts. Shortcuts are available for:

- *Simplified Chinese:* Pinyin
- *Traditional Chinese:* Pinyin and Zhuyin
- *Japanese:* Romaji and 50 Key

Reset your personal dictionary. Go to Settings > General > Reset > Reset Keyboard Dictionary. All custom words and shortcuts are deleted, and the keyboard dictionary returns to its default state.

Special input methods

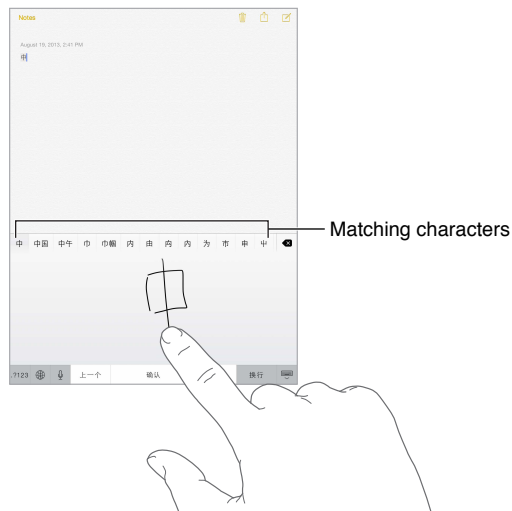
You can use keyboards to enter some languages in different ways. A few examples are Chinese Cangjie and Wubihua, Japanese Kana, and Facemarks. You can also use your finger or a stylus to write Chinese characters on the screen.

Build Chinese characters from the component Cangjie keys. As you type, suggested characters appear. Tap a character to choose it, or continue typing up to five components to see more options.

Build Chinese Wubihua (stroke) characters. 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 |.

- As you type, suggested Chinese characters appear (the most commonly used characters appear first). Tap a character to choose it.
- 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.
- 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. As you write character strokes, iPad recognizes them and shows matching characters in a list, with the closest match first. When you choose a character, its likely follow-on characters appear in the list as additional choices.



You can type some complex characters, such as 鱻 (part of the name for the Hong Kong International Airport), by writing two or more component characters in sequence. Tap the character to replace the characters you typed. Roman characters are also recognized.

Type Japanese kana. Use the Kana keypad to select syllables. For more syllable options, tap the arrow key and select another syllable or word from the window.

Type Japanese romaji. Use the Romaji keyboard to type syllables. Alternative choices appear along the top of the keyboard; tap one to type it. For more syllable options, drag the list to the left or tap the arrow key.

Type facemarks or emoticons. Use the Japanese Kana keyboard and tap the $\hat{\hat{}}$ key. Or you can:

- *Use the Japanese Romaji keyboard (QWERTY-Japanese layout):* Tap 123, then tap the $\hat{\hat{}}$ key.
- *Use the Chinese (Simplified or Traditional) Pinyin or (Traditional) Zhuyin keyboard:* Tap #+=, then tap the $\hat{\hat{}}$ key.

Important safety information



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

Handling Handle iPad with care. It is made of metal, glass, and plastic and has sensitive electronic components inside. iPad can be damaged if dropped, burned, punctured, or crushed, or if it comes in contact with liquid. Don't use a damaged iPad, such as one with a cracked screen, as it may cause injury. If you're concerned about scratching, consider using a case or cover.

Repairing Don't open iPad and don't attempt to repair iPad yourself. Disassembling iPad may damage it or may cause injury to you. If iPad is damaged, malfunctions, or comes in contact with liquid, contact Apple or an Apple Authorized Service Provider. You can find more information about getting service at www.apple.com/support/ipad/repair.

Battery Don't attempt to replace the iPad battery yourself—you may damage the battery, which could cause overheating and injury. The lithium-ion battery in iPad should be replaced only by Apple or an Apple Authorized Service Provider, and must be recycled or disposed of separately from household waste. Don't incinerate the battery. For information about battery recycling and replacement, go to www.apple.com/batteries/replacement-and-recycling.

Distraction Using iPad in some circumstances may distract you and might cause a dangerous situation (for example, avoid using headphones while riding a bicycle). Observe rules that prohibit or restrict the use of mobile devices or headphones.

Navigation Maps, directions, Flyover, and location-based apps depend on data services. These data services are subject to change and may not be available in all areas, resulting in maps, directions, Flyover, or location-based information that may be unavailable, inaccurate, or incomplete. Some Maps features require Location Services. Compare the information provided on iPad to your surroundings and defer to posted signs to resolve any discrepancies. Do not use these services while performing activities that require your full attention. Always comply with posted signs and the laws and regulations in the areas where you are using iPad and always use common sense.

Charging Charge iPad with the included USB cable and power adapter, or with other third-party “Made for iPad” cables and power adapters that are compatible with USB 2.0 or later, or power adapters compliant with applicable country regulations and with one or more of the following standards: EN 301489-34, IEC 62684, YD/T 1591-2009, CNS 15285, ITU L.1000, or another applicable mobile phone power adapter interoperability standard. An iPad Micro USB Adapter (available separately in some areas) or other adapter may be needed to connect iPad to some compatible power adapters. Only micro USB power adapters in certain regions that comply with applicable mobile device power adapter interoperability standards are compatible. Please contact the power adapter manufacturer to find out if your micro USB power adapter complies with these standards.

Using damaged cables or chargers, or charging when moisture is present, can cause fire, electric shock, injury, or damage to iPad or other property. When you use the Apple USB Power Adapter to charge iPad, make sure the USB cable is fully inserted into the power adapter before you plug the adapter into a power outlet.

Lightning cable and connector Avoid prolonged skin contact with the connector when the Lightning to USB Cable is plugged into a power source because it may cause discomfort or injury. Situations such as sleeping or sitting on the Lightning connector should be avoided.

Prolonged heat exposure iPad and its power adapter comply with applicable surface temperature standards and limits. 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 or its power adapter when it’s operating or plugged into a power source for long periods of time. For example, don’t sleep on a device or power adapter, or place them under a blanket, pillow, or your body, when it’s plugged into a power source. It’s important to keep iPad 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.

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 more information about hearing loss, see www.apple.com/sound. For information about how to set a maximum volume limit on iPad, see [Music settings](#) on page 69.

To avoid hearing damage, use only compatible receivers, earbuds, headphones, speakerphones, or earpieces with iPad. The headsets sold with iPhone 4s or later in China (identifiable by dark insulating rings on the plug) are designed to comply with Chinese standards and are only compatible with iPhone 4s or later, iPad 2 or later, and iPod touch 5th generation.

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

Radio frequency exposure iPad 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 visit www.apple.com/legal/rfexposure.

Radio frequency interference Observe signs and notices that prohibit or restrict the use of mobile devices (for example, in healthcare facilities or blasting areas). Although iPad is designed, tested, and manufactured to comply with regulations governing radio frequency emissions, such emissions from iPad can negatively affect the operation of other electronic equipment, causing them to malfunction. Turn off iPad or use Airplane Mode to turn off the iPad wireless transmitters when use is prohibited, such as while traveling in aircraft, or when asked to do so by authorities.

Medical device interference iPad contains components and radios that emit electromagnetic fields. iPad also contains magnets along the left edge of the device and on the right side of the front glass, which may interfere with pacemakers, defibrillators, or other medical devices. The iPad Smart Cover and iPad Smart Case also contain magnets. These electromagnetic fields and magnets may interfere with pacemakers, defibrillators, or other medical devices. Maintain a safe distance of separation between your medical device and iPad, the iPad Smart Cover, and the iPad Smart Case. Consult your physician and medical device manufacturer for information specific to your medical device. If you suspect iPad is interfering with your pacemaker or any other medical device, stop using iPad.

Not a medical device iPad is not designed or intended for use in the diagnosis of disease or other conditions, or in the cure, mitigation, treatment, or prevention of disease.

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

Explosive atmospheres Do not charge or use iPad in any area with a potentially explosive atmosphere, such as at a fueling area, or in areas where the air contains chemicals or particles (such as grain, dust, or metal powders). Obey all signs and instructions.

Repetitive motion When you perform repetitive activities such as typing or playing games on iPad, you may experience discomfort in your hands, arms, wrists, shoulders, neck, or other parts of your body. If you experience discomfort, stop using iPad 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 iPad accessories may present a choking hazard to small children. Keep these accessories away from small children.

Important handling information

Cleaning Clean iPad immediately if it comes in contact with anything that may cause stains—such as dirt, ink, makeup, or lotions. To clean:

- Disconnect all cables and turn iPad off (press and hold the Sleep/Wake button, then slide the onscreen slider).
- Use a soft, lint-free cloth.
- Avoid getting moisture in openings.
- Don't use cleaning products or compressed air.

The front of iPad is made of glass with a fingerprint-resistant oleophobic (oil repellent) coating. This coating wears over time with normal usage. Cleaning products and abrasive materials will further diminish the coating, and may scratch the glass.

Using connectors, ports, and buttons Never force a connector into a port or apply excessive pressure to a button, because this may cause damage that is not covered under the warranty. If the connector and port don't join with reasonable ease, they probably don't match. Check for obstructions and make sure that the connector matches the port and that you have positioned the connector correctly in relation to the port.

Lightning to USB Cable Discoloration of the Lightning connector after regular use is normal. Dirt, debris, and exposure to moisture may cause discoloration. If your Lightning cable or connector become warm during use or your iPad won't charge or sync, disconnect it from your computer or power adapter and clean the Lightning connector with a soft, dry, lint-free cloth. Do not use liquids or cleaning products when cleaning the Lightning connector.

Certain usage patterns can contribute to the fraying or breaking of cables. The Lightning to USB Cable, like any other metal wire or cable, is subject to becoming weak or brittle if repeatedly bent in the same spot. Aim for gentle curves instead of angles in the cable. Regularly inspect the cable and connector for any kinks, breaks, bends, or other damage. Should you find any such damage, discontinue use of the Lightning to USB Cable.

Operating temperature iPad is designed to work in ambient temperatures between 32° and 95° F (0° and 35° C) and stored in temperatures between -4° and 113° F (-20° and 45° C). iPad can be damaged and battery life shortened if stored or operated outside of these temperature ranges. Avoid exposing iPad to dramatic changes in temperature or humidity. When you're using iPad or charging the battery, it is normal for iPad to get warm.

If the interior temperature of iPad exceeds normal operating temperatures (for example, in a hot car or in direct sunlight for extended periods of time), you may experience the following as it attempts to regulate its temperature:

- iPad stops charging.
- The screen dims.
- A temperature warning screen appears.
- Some apps may close.

Important: You may not be able to use iPad while the temperature warning screen is displayed. If iPad can't regulate its internal temperature, it goes into deep sleep mode until it cools. Move iPad to a cooler location out of direct sunlight and wait a few minutes before trying to use iPad again.

For more information, see support.apple.com/kb/HT2101.

iPad Support site

Comprehensive support information is available online at www.apple.com/support/ipad. To contact Apple for personalized support (not available in all areas), see www.apple.com/support/contact.

Restart or reset iPad

If something isn't working right, try restarting iPad, forcing an app to quit, or resetting iPad.

Restart iPad. Hold down the Sleep/Wake button until the slider appears. Slide your finger across the slider to turn off iPad. To turn iPad back on, hold down the Sleep/Wake button until the Apple logo appears.

iPad may be low on power. Connect iPad to the USB power adapter to charge. See [Charge and monitor the battery](#) on page 44.

Force an app to quit. Hold down the Sleep/Wake button on top of iPad for a few seconds until a red slider appears, then hold down the Home button until the app closes.

If you can't turn off iPad or if the problem continues, you may need to reset iPad. Do this only if you're unable to restart iPad.

Reset iPad. Hold down the Sleep/Wake button and the Home button at the same time for at least ten seconds, until the Apple logo appears.

You can reset the word dictionary, network settings, home screen layout, and location warnings. You can also erase all of your content and settings.

Reset iPad settings

Reset iPad settings. Go to Settings > General > Reset, then choose an option:

- *Reset All Settings:* All your preferences and settings are reset.
- *Erase All Content and Settings:* Your information and settings are removed. iPad cannot be used until it's set up again.
- *Reset Network Settings:* When you reset network settings, previously used networks and VPN settings that weren't installed by a configuration profile are removed. (To remove VPN settings installed by a configuration profile, go to Settings > General > Profile, select the profile, then tap Remove. This also removes other settings or accounts provided by the profile.) Wi-Fi is turned off and then back on, disconnecting you from any network you're on. The Wi-Fi and "Ask to Join Networks" settings remain turned on.
- *Reset Keyboard Dictionary:* You add words to the keyboard dictionary by rejecting words iPad suggests as you type. Resetting the keyboard dictionary erases all words you've added.
- *Reset Home Screen Layout:* Returns the built-in apps to their original layout on the Home screen.
- *Reset Location & Privacy:* Resets the location services and privacy settings to their defaults.

An app doesn't fill the screen

Most apps for iPhone and iPod touch can be used with iPad, but they might not take advantage of the large screen. In this case, tap **2x** to zoom in on the app. Tap **1x** to return to the original size.

Check the App Store to see if there's a version of the app that's optimized for iPad, or a universal version that's optimized for iPhone, iPod touch, and iPad.

Onscreen keyboard doesn't appear

If iPad is paired with a Bluetooth keyboard, the onscreen keyboard doesn't appear. To make the onscreen keyboard appear, press the Eject key on a Bluetooth keyboard. You can also make the onscreen keyboard appear by moving the Bluetooth keyboard out of range or turning it off.

Get information about your iPad

See **information about iPad**. Go to Settings > General > About. The items you can view include:

- Name
- Network
- Number of songs, videos, photos, and apps
- Capacity and available storage space
- iOS version
- (Cellular models) Carrier
- Model number
- Serial number
- (Cellular models) Cellular Data Number
- Wi-Fi and Bluetooth addresses
- (Cellular models) IMEI (International Mobile Equipment Identity)
- (Cellular models) ICCID (Integrated Circuit Card Identifier, or Smart Card) for GSM networks
- (Cellular models) MEID (Mobile Equipment Identifier) for CDMA networks
- Modem firmware
- Legal (including legal notices, and license, warranty, regulatory marks, and RF exposure information)

To copy the serial number and other identifiers, touch and hold the identifier until Copy appears.

To help Apple improve products and services, iPad sends diagnostic and usage data. This data doesn't personally identify you, but may include location information.

View or turn off diagnostic information. Go to Settings > Privacy > Diagnostics & Usage.

Usage information

View cellular usage. Go to Settings > Cellular Data. See [Cellular settings](#) on page 157.

View usage information. Go to Settings > General > Usage to:

- See Battery Usage, including the elapsed time since iPad has been charged and usage by app
- Display battery level as a percentage
- View overall storage availability and storage used per app
- View and manage iCloud storage

Disabled iPad

If iPad is disabled because you forgot your passcode or entered an incorrect passcode too many times, you can restore iPad from an iTunes or iCloud backup and reset the passcode. For more information, see [Restore iPad](#) on page 157.

If you get a message in iTunes that your iPad is locked and you must enter a passcode, see support.apple.com/kb/HT1212.

VPN settings

A VPN (virtual private network) provides secure access over the Internet to private networks, such as the network at your organization. You may need to install a VPN app from the App Store that configures iPad to access a network. Contact your system administrator for information about the app and settings you need.

Profiles settings

Configuration profiles define settings for using iPad with corporate or school networks or accounts. You might be asked to install a configuration profile that was sent to you in an email, or one that is downloaded from a webpage. iPad asks for your permission to install the profile, and displays information about what it contains, when you open the file. You can see the profiles you have installed in Settings > General > Profiles. If you delete a profile, all of the settings, apps, and data associated with the profile are also deleted.

Back up iPad

You can use iCloud or iTunes to automatically back up iPad. If you choose to back up using iCloud, you can't also use iTunes to automatically back up to your computer, but you can use iTunes to manually back up to your computer. iCloud backs up iPad daily over Wi-Fi, when it's connected to a power source and is locked. The date and time of the last backup is listed at the bottom of the Backup screen.

iCloud backs up your:

- Purchased music, movies, TV shows, apps, and books
- Photos and videos taken with iPad (if you use iCloud Photo Library beta, your photos and videos are already stored in iCloud, so they won't also be part of an iCloud backup)
- iPad settings
- App data
- Home screen, folders, and app layout
- Messages
- Ringtones

Note: Purchased content is not backed up in all areas.

Turn on iCloud backups. Go to Settings > iCloud, then log in with your Apple ID and password if required. Go to Backup, then turn on iCloud Backup. To turn on backups in iTunes on your computer, go to File > Devices > Back Up.

Back up immediately. Go to Settings > iCloud > Backup, then tap Back Up Now.

Encrypt your backup. iCloud backups are encrypted automatically so that your data is protected from unauthorized access both while it's transmitted to your devices and when it's stored in iCloud. If you're using iTunes for your backup, select "Encrypt iPad backup" in the iTunes Summary pane.

Manage your backups. Go to Settings > iCloud. You can manage which apps are backed up to iCloud by tapping them on or off. Go to Settings > iCloud > Storage > Manage Storage to remove existing backups and manage iCloud Drive or Documents & Data. In iTunes, remove backups in iTunes Preferences.

View the devices being backed up. Go to Settings > iCloud > Storage > Manage Storage.

Stop iCloud backups. Go to Settings > iCloud > Backup, then turn off iCloud Backup.

Music not purchased in iTunes isn't backed up in iCloud. Use iTunes to back up and restore that content. See [Sync with iTunes](#) on page 18.

Important: Backups for music, movies, or TV show purchases are not available in all countries. Previous purchases may not be restored if they are no longer in the iTunes Store, App Store, or iBooks Store.

Purchased content, iCloud Photo Sharing, and My Photo Stream content don't count against your 5 GB of free iCloud storage.

For more information about backing up iPad, see support.apple.com/kb/HT5262.

Update and restore iPad software

You can update iPad software in Settings, or by using iTunes. You can also erase iPad, and then use iCloud or iTunes to restore a backup.

Deleted data is no longer accessible through the iPad user interface, but it isn't erased from iPad. For information about erasing all content and settings, see [Restart or reset iPad](#) on page 153.

Update iPad

You can update iPad software in Settings or by using iTunes.

Update wirelessly on iPad. Go to Settings > General > Software Update. iPad checks for available software updates.

Update software in iTunes. iTunes checks for available software updates each time you sync iPad using iTunes. See [Sync with iTunes](#) on page 18.

For more information about updating iPad software, see support.apple.com/kb/HT4623.

Restore iPad

You can use iCloud or iTunes to restore iPad from a backup.

Restore from an iCloud backup. Reset iPad to erase all content and settings, then choose "Restore from a Backup" and sign in to iCloud in the Setup Assistant. See [Restart or reset iPad](#) on page 153.

Restore from an iTunes backup. Connect iPad to the computer you normally sync with, select iPad in the iTunes window, and click Restore in the Summary pane.

When the iPad software is restored, you can either set it up as a new iPad, or restore your music, videos, app data, and other content from a backup.

For more information about restoring iPad software, see support.apple.com/kb/HT1414.

Cellular settings

Use Cellular Data settings on iPad (Wi-Fi + Cellular models) to activate cellular data service, turn cellular use on or off, or add a Personal Identification Number (PIN) to lock the SIM card. With some carriers, you can also change your data plan.

For the following options, go to Settings > Cellular Data and turn the options on or off, or follow the onscreen instructions.

Turn Cellular Data on or off. If Cellular Data is off, all data services will use only Wi-Fi—including email, web browsing, push notifications, and other services. If Cellular Data is on, carrier charges may be incurred. For example, using certain features and services that transfer data, such as Messages, could result in charges to your data plan.

Monitor and manage your cellular data network usage. You can see which apps use cellular data and turn off the option, if you want.

Turn LTE on or off. Turning on LTE loads data faster.

Turn Data Roaming on or off. Turning off Data Roaming avoids carrier charges when using a network provided by a different carrier.

Set up Personal Hotspot. Personal Hotspot shares the Internet connection on iPad with your computer and other iOS devices. See [Personal Hotspot](#) on page 38.

Set whether cellular data is used for apps and services. Turn cellular data on or off for any app that can use cellular data. If a setting is off, iPad uses only Wi-Fi for that service. The iTunes setting includes both iTunes Match and automatic downloads from the iTunes Store and the App Store.


Activate, view, or change your cellular data account. Tap View Account, then follow the onscreen instructions.

Lock the SIM card. Locking the SIM card with a PIN means you need to enter the PIN to use a cellular connection on iPad.

Sound, music, and video

If iPad doesn't have sound or if video doesn't play, try these steps.

No sound


- Make sure the iPad speaker isn't covered.
- Make sure the Side Switch isn't set to silent. See [Volume buttons and the Side Switch](#) on page 11.
- If you're using a headset, unplug it, then plug it in again. Make sure you push the plug all the way in.
- Make sure the volume isn't turned all the way down.
- Music on iPad might be paused. If you're using a headset with a play button, try pressing the play button to resume playback. Or from the Home screen, tap Music, then tap ►.
- Check to see if a volume limit is set. In Settings, go to Music > Volume Limit.
- If you're using the line out port on the optional iPad Dock, make sure that you turn on the external speakers or stereo, and that they're plugged in correctly and working properly. Use the volume controls on the the external speakers or stereo, not on iPad.
- If you're using an app that works with AirPlay, check to see if the AirPlay device you're sending the sound to is turned on and the volume is turned up. If you want to hear sound through the speaker on iPad, tap  and select it from the list.


A song, video, or other item won't play

The song, video, audiobook, or podcast may be encoded in a format that iPad doesn't support. For information about the audio and video file formats iPad supports, go to www.apple.com/ipad, choose your iPad, click Tech Specs, then scroll to Audio Playback, TV and Video.

If a song or video in your iTunes library isn't supported by iPad, you may be able to convert it to a format iPad supports. For example, you can use iTunes for Windows to convert nonprotected WMA files to a format iPad supports. For more information, open iTunes, then choose Help > iTunes Help.

No video or sound when using AirPlay

To send video or audio to an AirPlay device such as an Apple TV, iPad and the AirPlay device must be connected to the same wireless network. If you don't see the  button, iPad isn't connected to the same Wi-Fi network as an AirPlay device, or the app you're using doesn't support AirPlay.

- When sound or video is being sent to an AirPlay device, iPad doesn't display video or play audio. To direct the content to iPad and disconnect iPad from the AirPlay device, tap  and select iPad in the list.
- Some apps play only audio over AirPlay. If video isn't working, make sure that the app you're using supports both audio and video.
- If the Apple TV has been set up to require a passcode, you must enter it on iPad when asked, in order to use AirPlay.
- Make sure the speakers on the AirPlay device are turned on and turned up. If you're using an Apple TV, make sure the TV's input source is set to Apple TV. Make sure the volume control on iPad is turned up.
- When iPad is streaming with AirPlay, it must remain connected to the Wi-Fi network. If you take iPad out of range, playback stops.
- Depending on the speed of your network, it may take 30 seconds or more for playback to begin when using AirPlay.

For more information about AirPlay, see support.apple.com/kb/HT4437.

No image on TV or projector connected to iPad

When you connect iPad to a TV or projector using a USB cable, the attached display automatically mirrors the iPad screen. Some apps may support using the attached display as a second monitor. Check the app's settings and documentation.

- To view HD videos in high resolution, use the Apple Digital AV Adapter or a component video cable.
- Make sure the video cable is firmly connected at both ends, and that it's a supported cable. If iPad is connected to an A/V switchbox or receiver, try connecting it directly to the TV or projector instead.
- Make sure that your TV has the proper video input selected, such as HDMI or component video.
- If no video appears, press the Home button, disconnect and reconnect the cable, and try again.

Sell or give away iPad

Before you sell or give away your iPad, be sure to erase all content and your personal information. If you've enabled Find My iPad (see [Find My iPad](#) on page 43), Activation Lock is on. You need to turn off Activation Lock before the new owner can activate iPad under his or her own account.

Erase iPad and remove Activation Lock. Go to Settings > General > Reset > Erase All Content and Settings.

See support.apple.com/kb/HT5661.

Learning more, service, and support

Refer to the following resources to get more iPad-related safety, software, service, and support information.

To learn about	Do this
Using iPad safely	See Important safety information on page 150.
iPad service and support, tips, forums, and Apple software downloads	Go to www.apple.com/support/ipad .
The latest information about iPad	Go to www.apple.com/ipad .
Managing your Apple ID account	Go to appleid.apple.com .
Using iCloud	Go to help.apple.com/icloud .
Using iTunes	Open iTunes and choose Help > iTunes Help. For an online iTunes tutorial (not available in all areas), go to www.apple.com/support/itunes .
Using other Apple iOS apps	Go to www.apple.com/support/ios .
Obtaining warranty service	First follow the advice in this guide. Then go to www.apple.com/support/ipad .
Viewing iPad regulatory information	On iPad, go to Settings > General > About > Legal > Regulatory.
Battery replacement service	Go to apple.com/batteries/replacement-and-recycling .
Using iPad in an enterprise environment	Go to www.apple.com/ipad/business .

FCC compliance statement

This device complies with part 15 of the FCC rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Note: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment to an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

Important: Changes or modifications to this product not authorized by Apple could void the electromagnetic compatibility (EMC) and wireless compliance and negate your authority to operate the product. This product has demonstrated EMC compliance under conditions that included the use of compliant peripheral devices and shielded cables between system components. It is important that you use compliant peripheral devices and shielded cables between system components to reduce the possibility of causing interference to radios, televisions, and other electronic devices.

Canadian regulatory statement

This device complies with Industry Canada licence-exempt RSS standard(s). Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device.

Operation in the band 5150-5250 MHz is only for indoor use to reduce the potential for harmful interference to co-channel mobile satellite systems.

Users are advised that high-power radars are allocated as primary users (i.e., priority users) of the bands 5250-5350 MHz and 5650-5850 MHz and that these radars could cause interference and/or damage to LE-LAN devices.

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes : (1) l'appareil ne doit pas produire de brouillage, et (2) l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

La bande 5 150-5 250 MHz est réservés uniquement pour une utilisation à l'intérieur afin de réduire les risques de brouillage préjudiciable aux systèmes de satellites mobiles utilisant les mêmes canaux.

Les utilisateurs êtes avisés que les utilisateurs de radars de haute puissance sont désignés utilisateurs principaux (c.-à-d., qu'ils ont la priorité) pour les bandes 5 250-5 350 MHz et 5 650-5 850 MHz et que ces radars pourraient causer du brouillage et/ou des dommages aux dispositifs LAN-EL.

CAN ICES-3 (B)/NMB-3(B)

Disposal and recycling information

Your iPad and/or battery should not be disposed of with household waste. Dispose of your iPad and/or battery in accordance with local environmental laws and guidelines. For information about the recycling program at Apple and recycling collection points, visit www.apple.com/recycling. For information about restricted substances and other environmental initiatives at Apple, visit www.apple.com/environment.

Battery replacement: The lithium-ion battery in iPad should be replaced by Apple or an authorized service provider. For more information about battery replacement services, go to www.apple.com/batteries/replacement-and-recycling/.

California Battery Charger Energy Efficiency



Türkiye

Türkiye Cumhuriyeti: EEE Yönetmeliğine Uygundur.

台灣



廢電池請回收

Taiwan Battery Statement

警告：請勿戳刺或焚燒。此電池不含汞。

China Battery Statement

警告：不要刺破或焚燒。該電池不含水銀。

European Union—Disposal Information



The symbol above means that according to local laws and regulations your product and/or its battery shall be disposed of separately from household waste. When this product reaches its end of life, take it to a collection point designated by local authorities. The separate collection and recycling of your product and/or its battery at the time of disposal will help conserve natural resources and ensure that it is recycled in a manner that protects human health and the environment.

Brasil—Informações sobre descarte e reciclagem



O símbolo indica que este produto e/ou sua bateria não devem ser descartadas no lixo doméstico. Quando decidir descartar este produto e/ou sua bateria, faça-o de acordo com as leis e diretrizes ambientais locais. Para informações sobre o programa de reciclagem da Apple, pontos de coleta e telefone de informações, visite www.apple.com/br/environment.

Información sobre eliminación de residuos y reciclaje



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ENERGY STAR® compliance statement



To save energy, iPad is set to lock after two minutes of user inactivity. To change this setting, go to Settings > General > Auto-Lock. To unlock iPad, press the Sleep/Wake button or the Home button.

iPad meets the ENERGY STAR guidelines for energy efficiency. Reducing energy consumption saves money and helps conserve valuable resources. For more information about ENERGY STAR, go to www.energystar.gov.

Apple and the environment

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019-00075/2014-10