

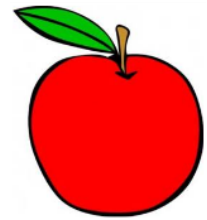


APPLE DEVICES
BASIC USE (iPads)

START:
Connect to LIBRARY WiFi
(2 step process)

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- I. **'SETTINGS'**



A. HARDWARE

1. **Sleep/wake button** –Power switch:
Powers tablet ON or OFF
2. **START Button** (Home):
 - resets display to HOME page
 - shuts off ICON vibration mode
 - activates ‘SIRI’ assistant (HOLD)
 - *double tap* for MEMORY reset
3. Volume controls

slide right to *unlock*

4. Rotation *lock* button:

Locks orientation once “*Lock Orientation*” has been set in *SETTINGS*

B. THE BASICS

1. Icons (Apps)

- Apple store*
- Searching*
- Positioning (moving)*

2. Icon (App) Groups

- Grouping*
- Group naming*

3. PAGE DISPLAYS

- screens where there is an active *app*

**C. FINGER GESTURES**

Most common: sliding, tap, tap and hold

D. FRAME GESTURES

TOP FRAME: pull down

To CLOSE: Flick **up** the *CHEVRON* [arrow at bottom]

BOTTOM FRAME: pull up

To CLOSE: Flick **down** the *CHEVRON* [arrow at bottom]

E. APPS MANAGEMENT

Each APP (application) is represented by an ICON on a display screen.

1. FINDING APPS and INSTALLATION

1. Open the *APPLE store* app
2. Choose the category from the icon task bar at the bottom to start.
3. Type your search info in the *SEARCH* box at the top right.

2. OPEN / CLOSE ICONS (APPS)

1. Tap on the *ICON* to open the app
2. Tap the *START* Button to close the app

Notifications (user customized)

practical operating shortcuts

3. **“OPENED ICONS (APPS)” MANAGEMENT**

1. When an APP is ‘closed,’ it actually just *deactivates on the opened screen but it is still active in the background.*

To really close it, open the background apps and flick upward.

The app will be terminated. [You need to have *opened* and *closed* a number of apps to do this operation.]

Double tap the *START* Button to display the APPS running in the background. Flick up each partially displayed app to remove it from the list of active APPS. **{MEMORY RESET: This is also a way to reset the device memory.}**

4. **SWITCHING BETWEEN OPENED ICONS (APPS)**

1. Open and close 3 APPS.
2. Double tap the *START* Button to display ‘active APPS’
3. Tap on the APP to select it.

5. **MOVE/REPOSITION ICONS (APPS)**

1. Tap and HOLD an ICON until it begins to vibrate
2. A small **X** will appear at the top left of the icon (used for deleting)
3. Drag the ICON to the desired location or display page
4. Tap the *START* button to terminate the ‘move’ mode

6. **DELETE ICON (APP)**

1. Tap and HOLD an ICON until it begins to vibrate
2. A small **X** will appear at the top left of the icon
3. Tap the **X** to delete the app.

DEFAULT ICONS (APPS) cannot be deleted

Calendar, Contacts, iBooks, FindFriends, Notes, Reminders, Videos

F. **TASK BAR**

Icons on the row at the bottom of the SCREEN

Assuming TASK BAR has no icons now (Max ICONS 6).

1. Tap and HOLD an ICON until it begins to vibrate
2. Drag the icon on to the TASK BAR
3. Tap the *START* button to terminate the ‘move’ mode.

G. CAMERA

Shortcut access: Drag bottom frame UPWARD, camera icon displayed

- A. Tap on Camera to activate
- B. Select *camera mode*:
TIME LAPSE (tripod), VIDEO, PHOTO, SQUARE, PANO
- C. Tap screen for “exposure and center of focus” adjustment.
- D. Slide up/down for exposure readjustment.
- E. Tap WHITE Button to release shutter (take photo)
- F. View and manage photos by photo app.

H. SIRI

Voice activated assistant. DEMONSTRATE: quiet environment needed.

- I. **“SETTINGS”**: *These are some settings which should be set as default*
PASSCODE: off

Do DEMO here

MY FAVOURITE APPS

1. APPADVICE
2. CHROME
3. DROPBOX
4. EVERNOTE
5. GMAIL
6. GOODREADS
7. GOOGLE CALENDAR
8. IMDB
9. LASTPASS
10. PICKERING LIBRARY
11. TUNEIN RADIO
12. WUNDERLIST