Start a conversation. Tap ✐, then enter a phone number or email address, or tap ⊕, then choose a contact. You can also start a conversation by tapping a phone number in Contacts, Calendar, or Safari, or from a recent contact in the multitasking screen.

Note: An alert ⓘ appears if a message can't be sent. Tap the alert in a conversation to try sending the message again.

Use Siri. Say something like:

• "Send a message to Emily saying how about tomorrow"
• "Read my new messages"
• "Reply that's great news"

Resume a conversation. Tap the conversation in the Messages list.

Use picture characters. Go to Settings > General > Keyboard > Keyboards > Add New Keyboard, then tap Emoji to make that keyboard available. When you type a message, tap ☺ to change to the Emoji keyboard. See Special input methods on page 148.

Tap to Talk. Touch and hold 🎤 to record a message, then swipe up to send it. To delete it, swipe left.
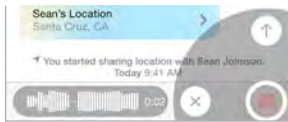
To save space, Tap to Talk audio messages that you receive are deleted automatically two minutes after you listen to them, unless you tap Keep. To keep them automatically, go to Settings > Messages > Expire (under Audio Messages), then tap Never.

See what time a message was sent or received. Drag any bubble to the left.

See a person's contact info. In a conversation, tap Details, then tap ⓘ. Tap the info items to perform actions, such as making a FaceTime call.

Send messages to a group. Tap ✐, then enter multiple recipients.

Give a group a name. While viewing the conversation, tap Details, drag down, then enter the name in the Subject line.

Add someone to a group. Tap the To field, then tap Add Contact.

Leave a group. Tap Details, then tap Leave this Conversation.

Keep it quiet. Tap Details, then turn on Do Not Disturb to mute notifications for the conversation.

Block unwanted messages. On a contact card, tap Block this Caller. You can see someone's contact card while viewing a message by tapping Details, then tapping ⓘ. You can also block callers in Settings > Messages > Blocked. You will not receive FaceTime calls or text messages from blocked callers. For more information about blocking calls, see support.apple.com/kb/HT5845.

Manage conversations

Conversations are saved in the Messages list. A blue dot 🔵 indicates unread messages. Tap a conversation to view or continue it.

View the Messages list. From a conversation, tap Messages or swipe to the right.

Forward a message or attachment. Touch and hold a message or attachment, tap More, select additional items if desired, then tap ⤳.

Delete a message or attachment. Touch and hold a message or attachment, tap More, select additional items if desired, then tap 🗑.

Delete a conversation. In the Messages list, swipe the conversation to the left, then tap Delete.

Search conversations. In the Messages list, tap the top of the screen to display the search field, then enter the text you're looking for. You can also search conversations from the Home screen. See Spotlight Search on page 29.

Share photos, videos, your location, and more

You can send photos, videos, locations, contact info, and voice memos. The size limit of attachments is determined by your service provider—iPod touch may compress photo and video attachments when necessary.

Quickly take and send a photo or video. Touch and hold 📷. Then slide to 📷 or 🔴 to take a photo or video. Photos are sent immediately. Tap ▶ to preview your video. To send your Video Message, tap ⬆.

To save space, Video Messages that you receive are deleted automatically two minutes after you view them, unless you tap Keep. To keep them automatically, go to Settings > Messages > Expire (under Video Messages), then tap Never.

Send photos and videos from your Photos library. Tap 📷. Recent shots are right there; tap Photo Library for older ones. Select the items you want to send.

View attachments. While viewing a conversation, tap Details. Attachments are shown in reverse chronological order at the bottom of the screen. Tap an attachment to see it in full screen. In full-screen mode, tap ☰ to view the attachments as a list.

Send your current location. Tap Details, then tap Send My Current Location to send a map that shows where you are.

Share your location. Tap Details, then tap Share My Location and specify the length of time. The person you're texting can see your location by tapping Details. To turn Share My Location on or off, or to select the device that determines your location, go to Settings > iCloud > Share My Location (under Advanced).

Send items from another app. In the other app, tap Share or ⬆, then tap Message.

Share, save, or print an attachment. Tap the attachment, then tap ⬆.

Copy a photo or video. Touch and hold the attachment, then tap Copy.

Messages settings

Go to Settings > Messages, where you can:

• Turn iMessage on or off

• Notify others when you've read their messages

• Specify phone numbers, Apple IDs, and email addresses to use with Messages

• Show the Subject field

• Block unwanted messages

• Set how long to keep messages

• Manage the expiration of audio messages and video messages created within Messages (audio or video attachments created outside of Messages are kept until you delete them manually)

Manage notifications for messages. See Do Not Disturb on page 31.

Set the alert sound for incoming text messages. See Sounds and silence on page 31.

Mail

6

Write messages

Mail lets you access all of your email accounts, on the go.

> **WARNING:** For important information about avoiding distractions that could lead to dangerous situations, see Important safety information on page 150.

Change mailboxes or accounts.

Delete, move, or mark multiple messages.

Search for messages.

Compose a message.
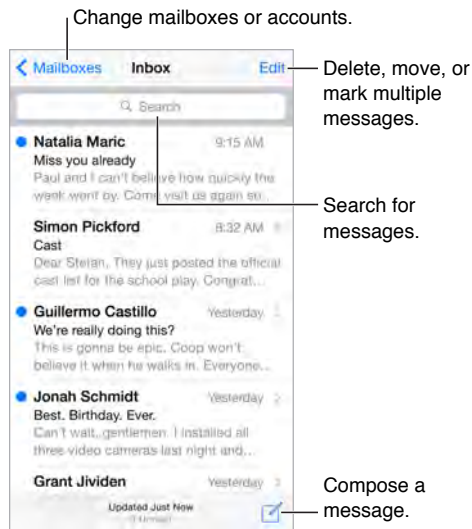
Insert a photo or video. Tap the insertion point. Tap the arrows to see more choices. Also see Edit text on page 26.

Quote some text when you reply. Tap the insertion point, then select the text you want to include. Tap ⤺, then tap Reply. You can turn off the indentation of the quoted text in Settings > Mail, Contacts, Calendars > Increase Quote Level.

Send a message from a different account. Tap the From field to choose an account.

Change a recipient from Cc to Bcc. After you enter recipients, you can drag them from one field to another or change their order.

Mark addresses outside certain domains. When you're addressing a message to a recipient that's not in your organization's domain, Mail can color the recipient's name red to alert you. Go to Settings > Mail, Contacts, Calendars > Mark Addresses and define the domains that you don't want marked. You can enter multiple domains separated by commas, such as "apple.com, example.org."
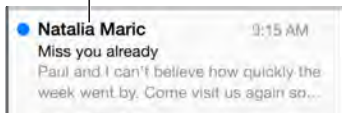
Use Siri. Say something like:

- "New email to Susan Conway"
- "Email Dr. Patrick and say I got the forms, thanks"

Get a sneak peek

Change how names are displayed in Settings > Mail, Contacts, Calendars > Short Name.

See a longer preview. Go to Settings > Mail, Contacts, Calendars > Preview. You can show up to five lines.

Is this message for me? Go to Settings > Mail, Contacts, Calendars, then turn on Show To/Cc Label. If the label says Cc instead of To, you were just copied. You can also use the To/Cc mailbox, which gathers all mail addressed to you. To show it, tap Edit while viewing the Mailboxes list.

Finish a message later

Look at another message while you're writing one. Swipe down on the title bar of a message you're writing. When you're ready to return to your message, tap its title at the bottom of the screen. If you have more than one message waiting to be finished, tap the bottom of the screen to see them all.
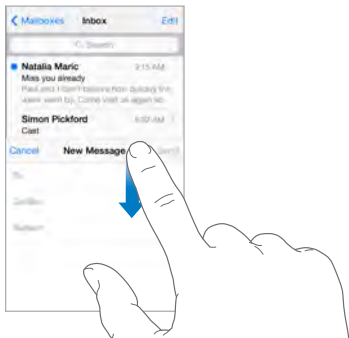
Save a draft for later. If you're writing a message and want to finish it later, tap Cancel, then tap Save Draft. To get it back, touch and hold Compose.

With OS X Yosemite, you can also hand off unfinished messages with your Mac. See About Continuity features on page 22.

See important messages

Get notified of replies to a message or thread. Tap ⚐, then tap Notify Me. While you're writing a message, you can also tap ⌁ in the Subject field. To change how notifications appear, go to Settings > Notifications > Mail > Thread Notifications.

Gather important messages. Add important people to your VIP list, so all their messages appear in the VIP mailbox. Tap the sender's name in a message, then tap Add to VIP. To change how notifications appear, go to Settings > Notifications > Mail > VIP.

Flag a message so you can find it later. Tap ⚐ while reading the message. To can change the appearance of the flagged message indicator, go to Settings > Mail, Contacts, Calendars > Flag Style. To see the Flagged mailbox, tap Edit while viewing the Mailboxes list, then tap Flagged.
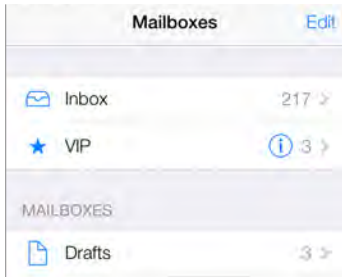
Search for a message. Scroll to or tap the top of the message list to reveal the search field. Searching looks at the address fields, the subject, and the message body. To search multiple accounts at once, search from a smart mailbox, such as All Sent.

Search by timeframe. Scroll to or tap the top of the message list to reveal the search field, then type something like "February meeting" to find all messages from February with the word "meeting."

Search by message state. To find all flagged, unread messages from people in your VIP list, type "flag unread vip." You can also search for other message attributes, such as "attachment."

Junk, be gone! Tap ⚐ while you're reading a message, then tap Move to Junk to file it in the Junk folder. If you accidentally move a message, shake iPod touch immediately to undo.

Use Siri. Say, for example, "Any new mail from Jimmy today?"

Make a favorite mailbox. Favorite mailboxes appear at the top of the Mailboxes list. To add a favorite, tap Edit while viewing the Mailboxes list. Tap Add Mailbox, then select the mailbox to add. You'll also get push notifications for your favorite mailboxes.

Show draft messages from all of your accounts. While viewing the Mailboxes list, tap Edit, tap Add Mailbox, then turn on the All Drafts mailbox.

Attachments

Save a photo or video to Photos. Touch and hold the photo or video until a menu appears, then tap Save Image.

Open an attachment with another app. Touch and hold the attachment until a menu appears, then tap the app you want to use to open the attachment. Some attachments automatically show a banner with buttons you can use to open other apps.

See messages with attachments. The Attachments mailbox shows messages with attachments from all accounts. To add it, tap Edit while viewing the Mailboxes list.

Work with multiple messages

Delete, move, or mark multiple messages. While viewing a list of messages, tap Edit. Select some messages, then choose an action. If you make a mistake, shake iPod touch immediately to undo.

Manage a message with a swipe. While viewing a list of messages, swipe a message to the left to reveal a menu of actions. Swipe all the way to the left to select the first action. You can also swipe a message to the right to reveal another action. Choose the actions you want to appear in Settings > Mail, Contacts, Calendars > Swipe Options.

Organize your mail with mailboxes. Tap Edit in the mailboxes list to create a new one, or rename or delete one. (Some built-in mailboxes can't be changed.) There are several smart mailboxes, such as Unread, that show messages from all your accounts. Tap the ones you want to use.

Recover a deleted message. Go to the account's Trash mailbox, open the message, then tap ☐ and move the message. Or, if you just deleted it, shake iPod touch to undo. To see deleted messages across all your accounts, add the Trash mailbox. To add it, tap Edit in the mailboxes list and select it from the list.

Archive instead of delete. Instead of deleting messages, you can archive them so they're still around if you need them. Select Archive Mailbox in Settings > Mail, Contacts, Calendars > *account name* > Account > Advanced. To delete a message instead of archiving it, touch and hold ☐, then tap Delete.

Stash your trash. You can set how long deleted messages stay in the Trash mailbox. Go to Settings > Mail, Contacts, Calendars > *account name* > Account > Advanced.

See and save addresses

See who received a message. While viewing the message, tap More in the To field.

Add someone to Contacts or make them a VIP. Tap the person's name or email address, then tap Add to VIP. You can also add their address to a new or existing contact.

Mark person as a VIP.
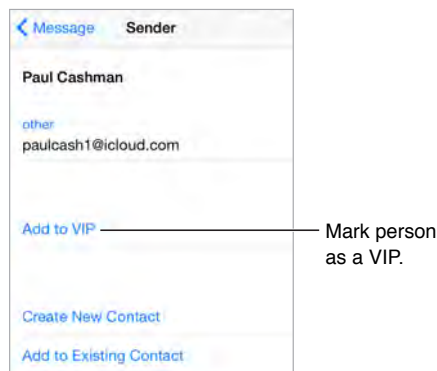
Print messages

Print a message. Tap ↩, then tap Print.

Print an attachment or picture. Tap to view it, tap ↩, then choose Print.

See AirPrint on page 35.

Mail settings

Go to Settings > Mail, Contacts, Calendars, where you can:

- Create a different mail signature for each account
- Add mail accounts
- Set Out of Office replies for Exchange mail accounts
- Bcc yourself on every message you send
- Turn on Organize by Thread to group related messages together
- Turn off confirmation for deleting a message
- Turn off Push delivery of new messages, to save on battery power
- Temporarily turn off an account

Safari

7

Safari at a glance

Use Safari on iPod touch to browse the web, use Reading List to collect webpages to read later, and add page icons to the Home screen for quick access. Use iCloud to see pages you have open on other devices, and to keep your bookmarks, history, and reading list up to date on your other devices.

Enter a web address or search item, or get quick access to your Favorites.

To zoom, double tap an item or pinch.

See your bookmarks, reading list, and shared links.

View open tabs or open a new tab.

Share, print, and more.

Revisit recent pages.
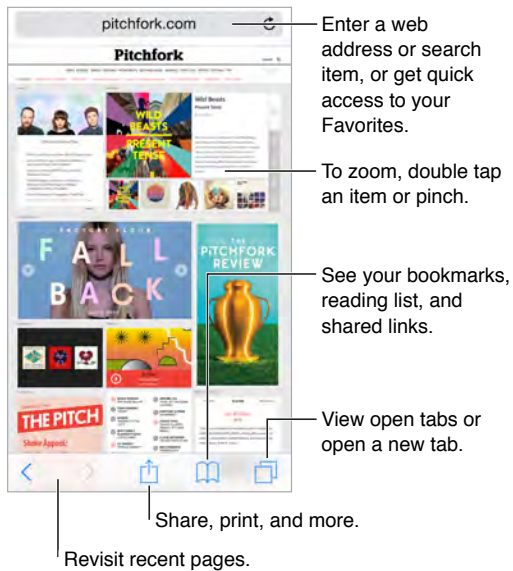
Search the web

Search the web. Enter a URL or search term in the search field at the top of the page, then tap a search suggestion, or tap Go on the keyboard to search for exactly what you typed. If you don't want to see suggested search terms, go to Settings > Safari, then (under Search) turn off Search Engine Suggestions.

Enter what you're searching for, then tap Go.

View selected site.

Or tap a suggestion.
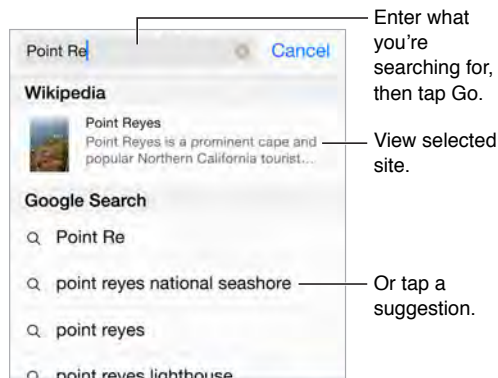
Use Siri. Say something like:

- "Search the web for polar bears"
- "Find pictures of killer whales"
- "What's the news for Chicago?"

Quickly search a site you've visited before. Enter the name of the site, followed by your search term. For example, enter "wiki einstein" to search Wikipedia for "einstein." Go to Settings > Safari > Quick Website Search to turn this feature on or off.

Have your favorites top the list. Select them in Settings > Safari > Favorites.

Search the page. Scroll to the bottom of the suggested results list, then tap the entry under On This Page. Tap $>$ to see the next occurrence on the page.

Choose your search tool. Go to Settings > Safari > Search Engine.

Browse the web

Look before you leap. To see the URL of a link before you go there, touch and hold the link.

Touch and hold a link to see these options.
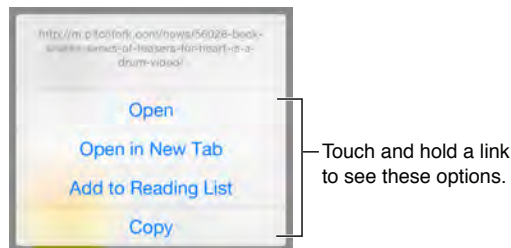
Open a link in a new tab. Touch and hold the link, then tap Open in New Tab. If you'd rather open new pages in the background, go to Settings > Safari > Open Links.

Browse open tabs. Tap ⬜. To close a tab, tap ✕ in the upper-left corner, or swipe the tab to the left.

View tabs open on your other devices. If you turn on Safari in Settings > iCloud, you can view tabs that you have open on your other devices. Tap ⬜, then scroll to the list at the bottom of the page.

Note: If you close the tab on iPod touch, the tab will also close on your other device.

Scroll to the bottom to see tabs open on other devices.

View recently closed tabs. Touch and hold ⊕.
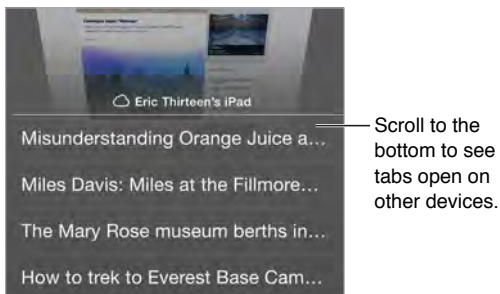
Get back to the top. Tap the top edge of the screen to quickly return to the top of a long page.

See more. Turn iPod touch to landscape orientation.

See the latest. Tap ↻ next to the address in the search field to update the page.

See a tab's history. Touch and hold ‹ or ›.

View the desktop version of a site. If you want to see the full desktop version of a site instead of the mobile version, tap the search field, pull down the display of your favorites, then tap Request Desktop Site.

Keep bookmarks
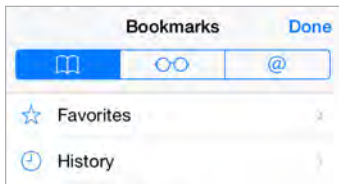
Bookmark the current page. Tap ⬆ (or touch and hold ▢), then tap Add Bookmark.

View your bookmarks. Tap ▢, then tap ▢.

Get organized. To create a folder for bookmarks, tap ▢, then tap Edit.

Add a webpage to your favorites. Open the page, tap the search field, drag down, then tap Add to Favorites.

Quickly see your favorite and frequently visited sites. Tap the search field to see your favorites. Scroll down to see frequently visited sites.

Edit your favorites. Tap the search field, then touch a page or folder until the icon expands. Then you can delete the item, or edit it to rename or move it.

Choose which favorites appear when you tap the search field. Go to Settings > Safari > Favorites.

Bookmarks bar on your Mac? Go to Settings > iCloud, then turn on Safari if you want items from the bookmarks bar in Safari on your Mac to appear in Favorites on iPod touch.

Save an icon for the current page on your Home screen. Tap □, then tap Add to Home Screen. The icon appears only on the device where you create it.

Save a reading list for later

Save interesting items in your reading list so you can revisit them later. You can read pages in your reading list even when you're not connected to the Internet.

Add the current page to your reading list. Tap □, then tap Add to Reading List.
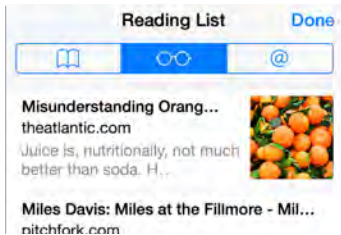
Add a linked page without opening it. Touch and hold the link, then tap Add to Reading List.

View your reading list. Tap □, then tap ◯◯.

Delete something from your reading list. Swipe left on the item in your reading list.

Shared links and subscriptions

You can view links shared from social media, such as Twitter, or feeds from your subscriptions.
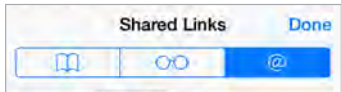
View shared links and subscriptions. Tap □, then tap @.

Subscribe to a feed. Go to a site that provides a subscription feed, tap □, tap Add to Shared Links, then confirm by tapping Add to Shared Links.

Delete a subscription. Tap □, tap @, tap Subscriptions below the list of your shared links, then tap ⊖ next to the subscription you want to delete.

Spread the news. Tap □.
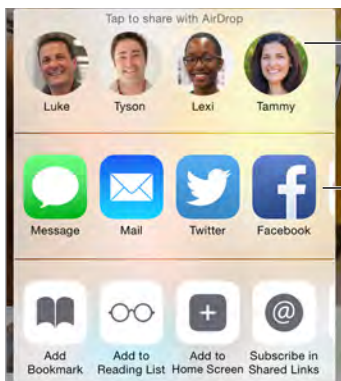
Tap to share with someone nearby using AirDrop

Other sharing options

Fill in forms

Whether you're logging in to a website, signing up for a service, or making a purchase, you can fill in a web form using the onscreen keyboard or have Safari fill it in for you using AutoFill.

Tired of always having to log in? When you're asked if you want to save the password for the site, tap Yes. The next time you visit, your user name and password will be filled in for you.

Fill in a form. Tap any field to bring up the onscreen keyboard. Tap $<$ or $>$ above the keyboard to move from field to field.

Fill it in automatically. Go to Settings > Safari > Passwords & Autofill, then turn on Use Contact Info. Then, tap AutoFill above the onscreen keyboard when you're filling in the form. Not all websites support AutoFill.

Add a credit card for purchases. Go to Settings > Safari > Passwords & Autofill > Saved Credit Cards > Add Credit Card. To enter the information without typing it, tap Use Camera, then hold iPod touch above the card so that the image of the card fits in the frame. You can also add a credit card by accepting when Safari offers to save it when you make an online purchase. See iCloud Keychain on page 38.

Use your credit card information. Look for the AutoFill Credit Card button above the onscreen keyboard whenever you're in a credit card field. Your card's security code isn't stored, so you still enter that yourself. If you're not using a passcode for iPod touch, you might want to start; see Use a passcode with data protection on page 37.

Submit a form. Tap Go, Search, or the link on the webpage.

Avoid clutter with Reader

Use Safari Reader to focus on a page's primary content.

Tap to view the page in Reader.
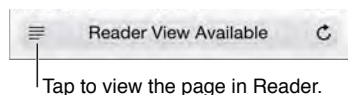
Focus on content. Tap ☰ at the left end of the address field. If you don't see the icon, reader isn't available for the page you're looking at.

Share just the good stuff. To share just the article text and a link to it, tap ⬆ while viewing the page in Reader.

Return to the full page. Tap the reader icon in the address field again.

Privacy and security

You can adjust Safari settings to keep your browsing activities to yourself and protect yourself from malicious websites.

Want to keep a low profile? Go to Settings > Safari, then turn on Do Not Track. Safari will ask websites you visit not to track your browsing, but beware—a website can choose not to honor the request.

Control cookies. Go to Settings > Safari > Block Cookies. To remove cookies already on iPod touch, go to Settings > Safari > Clear History and Website Data.

Let Safari create secure passwords and store them for you. Tap the password field when creating a new account, and Safari will offer to create a password for you.
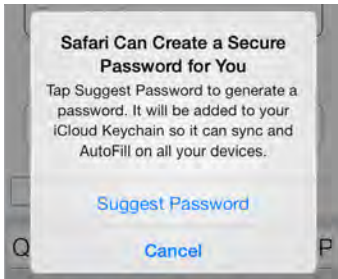
Erase your browsing history and data from iPod touch. Go to Settings > Safari > Clear History and Website Data.

Visit sites without making history. Tap ⬚, then tap Private. Sites you visit won't appear in iCloud Tabs or be added to History on your iPod touch. To put away your private sites, tap ⬚, then tap Private again. You can close the pages, or keep them for viewing the next time you use Private Browsing Mode.

Watch for suspicious websites. Go to Settings > Safari, then turn on Fraudulent Website Warning.

Safari settings

Go to Settings > Safari, where you can:

* Choose your search engine and configure search results
* Provide AutoFill information
* Choose which favorites are displayed when you search
* Have links open in a new page or in the background
* Block pop-ups
* Tighten privacy and security
* Clear your history and website data
* Configure advanced settings and more

Music

8

Get music

Get music and other audio content on to iPod touch in the following ways:

- *Purchase and download from the iTunes Store:* Go to iTunes Store. See Chapter 22, iTunes Store, on page 100.

- *iCloud:* Get access to all your iTunes songs, no matter which device you used to purchase them. Use iTunes Match to include CDs and other music you import. See iCloud and iTunes Match on page 61.

- *Family Sharing:* To download songs purchased by other members of your family, go to iTunes Store, tap More, tap Purchased, then choose a family member. See Family Sharing on page 32.

- *Sync content with iTunes on your computer:* See Sync with iTunes on page 16.

> *WARNING:* For important information about avoiding hearing loss, see Important safety information on page 150.

iTunes Radio

Featured stations provide a great way to explore and enjoy new music in a variety of genres. You can also create your own custom stations, based on your pick of artist, song, or genre. See iCloud and iTunes Match on page 61.

Note: iTunes Radio may not be available in all areas. For more information about iTunes Radio, go to support.apple.com/kb/HT5848.

Tap to play a station.
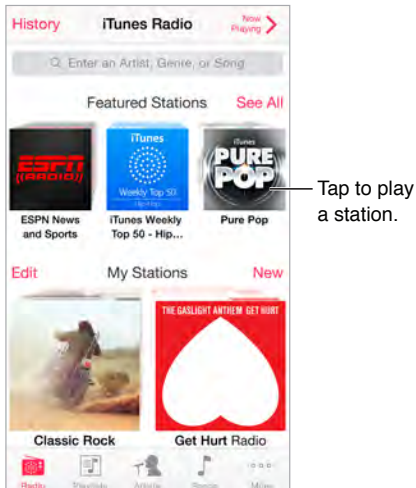
When you pick a station and play a song, the Now Playing screen shows the album art and the playback controls. Tap ⓘ to find out more, create a new station, fine-tune the station, or share it.

Create your own station based on an artist, genre, or song. Tap New on the iTunes Radio screen. Choose a genre, or do a search for your favorite artist, song, or genre. You can also create a station from the Now Playing screen by tapping the Create button.

Edit your stations. Tap Edit. You can include or exclude other artists, songs, or genres, or delete a station.

Influence upcoming song selections. On the Now Playing screen, tap ★, then tap Play More Like This or Never Play This Song. You can also add the song to your iTunes Wish List.

Skip to the next song. On the Now Playing screen, tap ▶▶. You can skip a limited number of songs per hour.

See the songs you've played, or view your wishlist. Tap History, then tap Played or Wishlist. You can purchase songs for your library. Tap a song to preview it.

Purchase songs for your personal library. On the Now Playing screen, tap the price button.

Share a station you created. On the Now Playing screen, tap ⓘ, then tap Share Station.

Browse and play

Browse your music by playlist, artist, song, or other category. For other browse options, tap More. Tap any song to play it.

Tap to listen.

See additional browse options.

Choose how to browse.
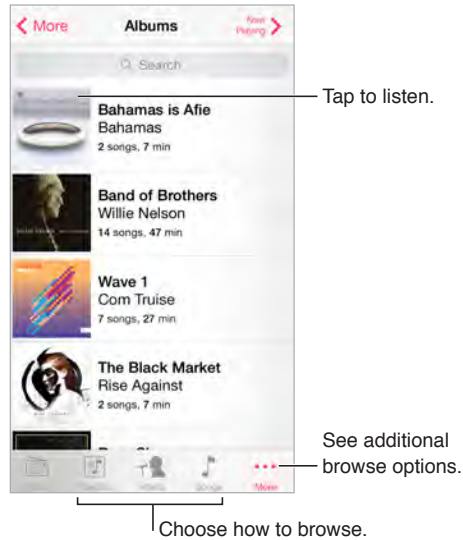
You can listen to audio from the built-in speaker, from headphones attached to the headset jack, or from wireless Bluetooth stereo headphones paired with iPod touch. If headphones are attached or paired, no sound comes from the speaker.

Tired of tapping More? To rearrange the buttons, tap More, tap Edit, then drag a button onto the one you want to replace.

The Now Playing screen provides playback controls and shows you what's playing.

Back

Track list

Playhead

Volume

Tap to create a Genius Playlist or an iTunes Radio station.
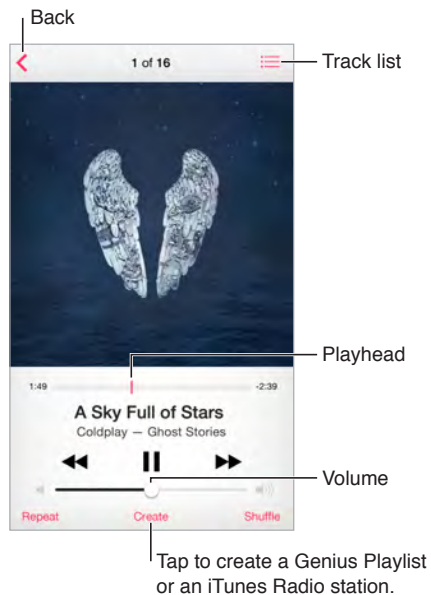
Skip to any point in a song. Drag the playhead. Slow down the scrub rate by sliding your finger down the screen.

Shuffle. On the Now Playing screen, tap Shuffle to play your tunes in random order.

See all tracks from the album containing the current song. Tap ☰. To play a track, tap it.

Tap to rate this song for creating smart playlists in iTunes.

Return to the Now Playing screen.

Album tracks
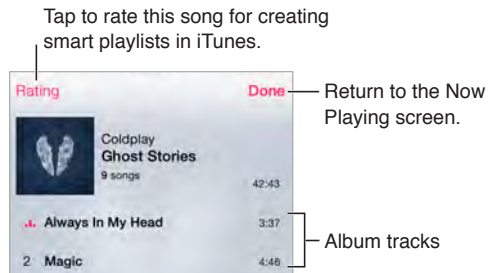
Search music. While browsing, drag down to reveal the search field at the top of the screen, then enter your search text. You can also search audio content from the Home screen. See Spotlight Search on page 29.

Rate a song for smart playlists in iTunes. Tap the screen to reveal the rating dots, then tap a dot to assign a rating.
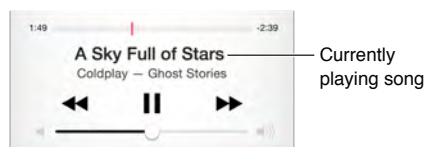
Display lyrics. If you've added lyrics to the song, tap the album cover to see them. To add lyrics, use the song's Info window in iTunes on your computer, then sync the song to iPod touch.

Get audio controls from the Lock screen or when using another app. Swipe up from the bottom edge of the screen to open Control Center. See Control Center on page 30.

Currently playing song

Play music on AirPlay speakers or Apple TV. Swipe up from the bottom edge of the screen to open Control Center, then tap ⬜. See AirPlay on page 35.

Siri and Voice Control

You can use Siri or Voice Control to control music playback. See Chapter 4, Siri, on page 41 and Voice Control on page 28.

Use Siri or Voice Control. Press and hold the Home button.

- *Play or pause music:* Say "play," "play music," or "play iTunes Radio." To pause, say "pause," "pause music," or "stop." You can also say "next song" or "previous song."
- *Play an album, artist, or playlist:* Say "play," then say "album," "artist," or "playlist" and the name.
- *Shuffle the current playlist:* Say "shuffle."
- *Find out more about the current song:* Say "what's playing," "who sings this song," or "who is this song by."
- *Use Genius to play similar songs:* Say "Genius" or "play more songs like this."

iCloud and iTunes Match

With iCloud, you can access all of the music you purchase in the iTunes Store on all of your devices. The ☁ icon shows the songs you have in iCloud. Just tap a song to play it.

Automatically download music purchased on another device. Go to Settings > iTunes & App Store, sign in using your Apple ID, then turn on Music under Automatic Downloads.

Download music if you're going somewhere you won't have Wi-Fi. Tap ☁ next to the songs you'll want to play. Or download entire albums and playlists. You can also download previous purchases in the iTunes Store—tap More, tap Purchased, then tap Music.

Remove a song that's been downloaded. Swipe left, then tap Delete. The song is removed from iPod touch, but remains available from iCloud.

View only music that's downloaded. Go to Settings > iTunes & App Store. Under Show All, turn off Music.

With an iTunes Match subscription, you can store all your music in iCloud (up to 25,000 songs)— even songs you imported from CDs.

Note: iTunes Match may not be available in all areas. See support.apple.com/kb/HT5085.

Subscribe to iTunes Match. Go to Settings > iTunes & App Store > Subscribe to iTunes Match. See www.apple.com/itunes/itunes-match.

Turn on iTunes Match. Go to Settings > iTunes & App Store. Sign in if you haven't already.

Album Wall

Rotate iPod touch to view your entire library by album art.
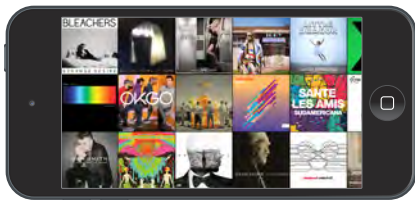
Swipe left or right to see other albums. Tap an album to see its songs.

Audiobooks

Audiobook controls and info appear on the Now Playing screen when you begin playback.
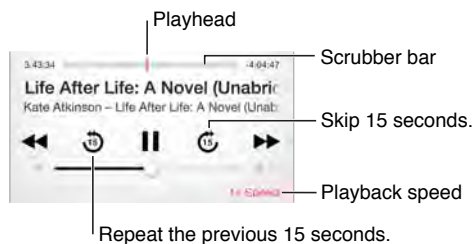
Playlists

Create playlists to organize your music. View Playlists, tap New Playlist near the top of the list, then enter a title. Tap ⊕ to add songs or videos.

Edit a playlist. Select the playlist, then tap Edit.

- *Add more songs:* Tap ⊕.
- *Delete a song:* Tap 🔴, then tap Remove. Deleting a song from a playlist doesn't delete it from iPod touch.
- *Change the song order:* Drag ≡.

New and changed playlists are copied to your iTunes library the next time you sync iPod touch with your computer, or through iCloud if you subscribed to iTunes Match.

Clear or delete a playlist you created on iPod touch. Select the playlist, then tap Clear or Delete.
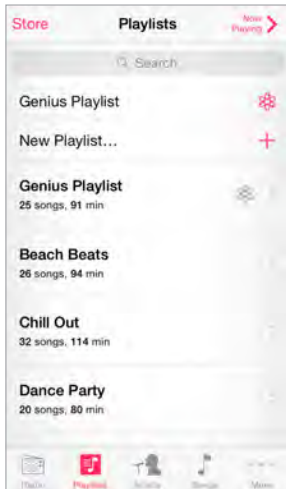
Remove a song from iPod touch. Tap Songs, swipe the song, then tap Delete. The song is deleted from iPod touch, but not from your iTunes library on your Mac or PC, or from iCloud.

Genius—made for you

A Genius playlist is a collection of songs from your library that go together. Genius is a free service, but it requires an Apple ID.

A Genius Mix is a selection of songs of the same kind of music, re-created from your library each time you listen to the mix.

Turn on Genius. Tap Playlists, tap Genius Playlist, then tap Turn On Genius.

Browse and play Genius Mixes. Tap Genius (tap More first, if Genius isn't visible). Swipe left or right to access other mixes. To play a mix, tap ▶.

Make a Genius playlist. View Playlists, then tap Genius Playlist and choose a song. Or from the Now Playing screen, tap Create, then tap Genius Playlist.

- *Replace the playlist using a different song:* Tap New, then pick a song.
- *Refresh the playlist:* Tap Refresh.
- *Save the playlist:* Tap Save. The playlist is saved with the title of the song you picked, and marked by ❄.

If you subscribe to iTunes Match, your Genius playlists are stored in iCloud. Genius playlists created on iPod touch are copied to your computer when you sync with iTunes.

Note: Once a Genius playlist is synced to iTunes, you can't delete it directly from iPod touch. Use iTunes to edit the playlist name, stop syncing, or delete the playlist.

Delete a saved Genius playlist. Tap the Genius playlist, then tap Delete.

Home Sharing

Home Sharing lets you play music, movies, and TV shows from the iTunes library on your Mac or PC. iPod touch and your computer must be on the same Wi-Fi network.

Note: Home Sharing requires iTunes 10.2 or later, available at www.itunes.com/download. Bonus content, such as digital booklets and iTunes Extras, can't be shared.

Play music from your iTunes library on iPod touch.

1 In iTunes on your computer, choose File > Home Sharing > Turn On Home Sharing. Log in, then click Create Home Share.

2 On iPod touch, go to Settings > Music, then log in to Home Sharing using the same Apple ID and password.

3 In Music, tap More, tap Shared, then choose your computer's library.

Return to content on iPod touch. Tap Shared, then choose My iPod touch.

Music settings

Go to Settings > Music to set options for Music, including:

• Sound Check (to normalize the volume level of your audio content)

• Equalization (EQ)

  Note: EQ settings generally apply only to music played from the Music app, but they affect all sound output, including the headset jack and AirPlay.

  The Late Night setting compresses the dynamic range of the audio output, reducing the volume of loud passages and increasing the volume of quiet passages. You might want to use this setting when listening to music on an airplane or in some other noisy environment. (The Late Night setting applies to all audio output—video as well as music.)

• Grouping by album artist

• Volume Limit

Note: In some European Union (EU) countries, iPod touch may indicate when you're setting the volume above the EU-recommended level for hearing safety. To increase the volume beyond this level, you may need to briefly release the volume control. To limit the maximum headset volume to this level, go to Settings > Music > Volume Limit, then turn on EU Volume Limit.

Prevent changes to the volume limit. Go to Settings > General > Restrictions > Volume Limit, then tap Don't Allow Changes.
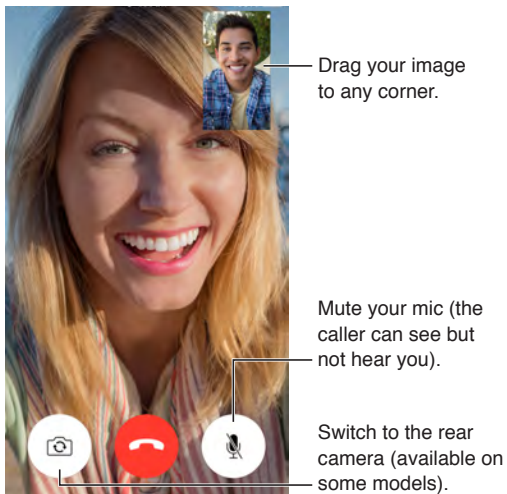
FaceTime

9

FaceTime at a glance

Use FaceTime to make video or audio calls to other iOS devices or computers that support FaceTime. The FaceTime camera lets you talk face-to-face; switch to the rear iSight camera (not available on all models) to share what you see around you.

Note: FaceTime may not be available in all areas.

Drag your image to any corner.

Mute your mic (the caller can see but not hear you).

Switch to the rear camera (available on some models).

With a Wi-Fi connection and an Apple ID, you can make and receive FaceTime calls (first sign in using your Apple ID, or create a new account).

Make and answer calls

Make a FaceTime call. Make sure FaceTime is turned on in Settings > FaceTime. Tap FaceTime, then type the name or number you want to call in the entry field at the top. Tap ▭◁ to make a video call, or tap ☎ to make a FaceTime audio call. Or tap ⊕ to open Contacts and start your call from there.

Tap an icon to start a FaceTime call.
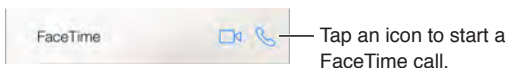
Use your voice to start the call. Press and hold the Home button, then say "FaceTime," followed by the name of the person to call.

Want to call again? Tap FaceTime to see your call history on the screen. Tap Audio or Video to refine your search, then tap a name or number to call again. Tap ⓘ to open the name or number in Contacts.

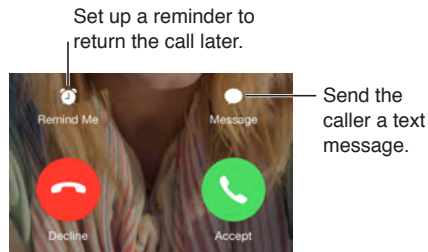**Delete a call from call history.**Tap FaceTime to see your call history on the screen. Swipe to the left, then tap Delete to delete the name or number from your call history.

Can't take a call right now? When a FaceTime call comes in, you can answer, decline, or choose another option.

Set up a reminder to return the call later.

Send the caller a text message.

See the whole gang. Rotate iPod touch to use FaceTime in landscape orientation. To avoid unwanted orientation changes, lock iPod touch in portrait orientation. See Change the screen orientation on page 21.

Manage calls

Multitask during a call. Press the Home button, then tap an app icon. You can still talk with your friend, but you can't see each other. To return to the video, tap the green bar at the top of the screen.

Juggle calls. FaceTime calls aren't forwarded. If another call comes in while you're on a FaceTime call, you can either end the first call and answer the incoming call, decline the incoming call, or reply with a text message. You can use call waiting with FaceTime audio calls only.

Use call waiting for audio calls. If you're on a FaceTime audio call and another call comes in, you can decline the call, end the first call and accept the new one, or put the first call on hold and respond to the new call.

Block unwanted callers. Go to Settings > FaceTime > Blocked > Add New. You won't receive FaceTime calls or text messages from blocked callers. For more information about blocking calls, see support.apple.com/kb/HT5845.

Settings

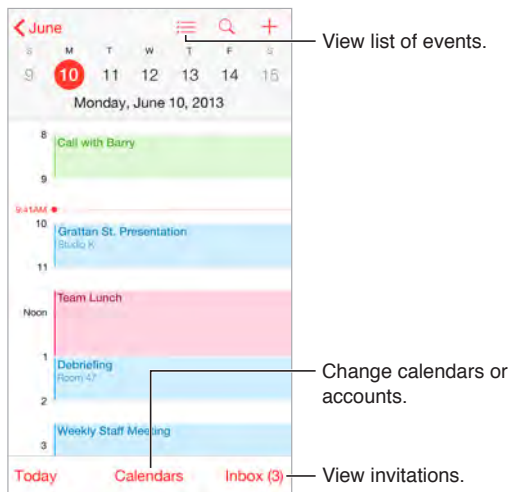Settings for Photos are in Settings > FaceTime. These include:

• Turn FaceTime on or off

• Specify a phone number, Apple ID or email address to use with FaceTime

• Set your caller ID

Calendar

10

Calendar at a glance

View list of events.

Change calendars or accounts.

View invitations.

Add an event. Tap ⊕, then fill in the event details. If you add a location and choose Alert > Time to leave, Calendar reminds you of the event based on the current travel time to get there.

Use Siri. Say, for example, "Set up a meeting with Jimmy at 9."

Search for events. Tap 🔍, then enter text in the search field. The titles, invitees, locations, and notes for the calendars you're viewing are searched.

View a weekly calendar. Rotate iPod touch sideways.

Change your view. Tap a year, month, or day to zoom in or out on your calendar. In Week or Day view, pinch to zoom in or out.

View a list of events. In month view, tap 🔲 to see a day's events. In day view, tap ☰.

Use Siri. Say, for example, "What's on my calendar for Friday?"

Change the color of a calendar. Tap Calendars, tap ⓘ next to the calendar, then choose a color from the list. For some calendar accounts, such as Google, the color is set by the server.

Adjust an event. Touch and hold the event, then drag it to a new time, or adjust the grab points.

Use Siri. Say, for example, "Reschedule my appointment with Dr. Patrick to next Monday at 9am."

Invitations

iCloud, Microsoft Exchange, and some CalDAV servers let you send and receive meeting invitations.

Invite others to an event. Tap an event, tap Edit, then tap Invitees. Type names, or tap ⊕ to pick people from Contacts. If you don't want to be notified when someone declines a meeting, go to Settings > Mail, Contacts, Calendar > Show Invitee Declines.

RSVP. Tap an event you've been invited to, or tap Inbox and tap an invitation. If you add comments (which may not be available for all calendars), your comments can be seen by the organizer but not by other attendees. To see events you declined, tap Calendars, then turn on Show Declined Events.

Schedule a meeting without blocking your schedule. Tap the event, tap Availability, then tap "free." If it's an event you created, tap "Show As" and then tap "free." The event stays on your calendar, but it doesn't appear as busy to others who send you invitations.

Quickly send an email to attendees. Tap the event, tap Invitees, then tap ✉.

Use multiple calendars

Select which calendars to view.

Turn on Facebook Events in Settings > Facebook.
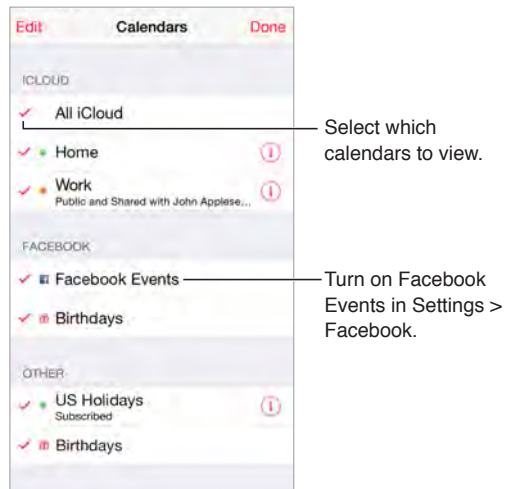
Turn on iCloud, Google, Exchange, or Yahoo! calendars. Go to Settings > Mail, Contacts, Calendars, tap an account, then turn on Calendar.

Subscribe to a calendar. Go to Settings > Mail, Contacts, Calendars, then tap Add Account. Tap Other, then tap Add Subscribed Calendar. Enter the server and filename of the .ics file to subscribe to. You can also subscribe to an iCalendar (.ics) calendar published on the web, by tapping a link to the calendar.

Add a CalDAV account. Go to Settings > Mail, Contacts, Calendars, tap Add Account, then tap Other. Under Calendars, tap Add CalDAV Account.

View the Birthdays calendar. Tap Calendars, then tap Birthdays to include birthdays from Contacts with your events. If you set up a Facebook account, you can also include your Facebook friends' birthdays.

View the Holidays calendar. Tap Calendars, then tap Holidays to include national holidays with your events.

See multiple calendars at once. Tap Calendars, then select the calendars you want to view.