

# Camera

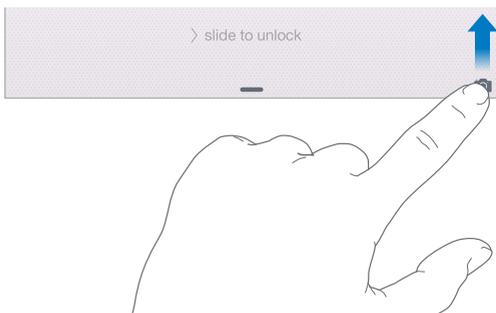
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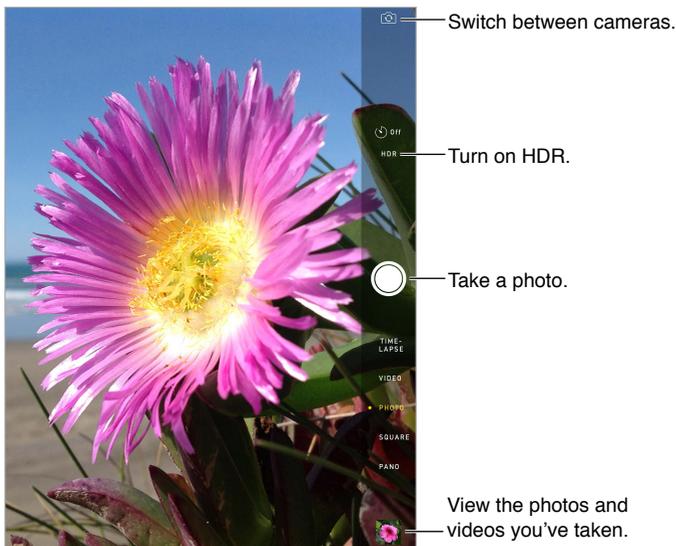
## Camera at a glance

**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 white Take Picture button or press either volume button.

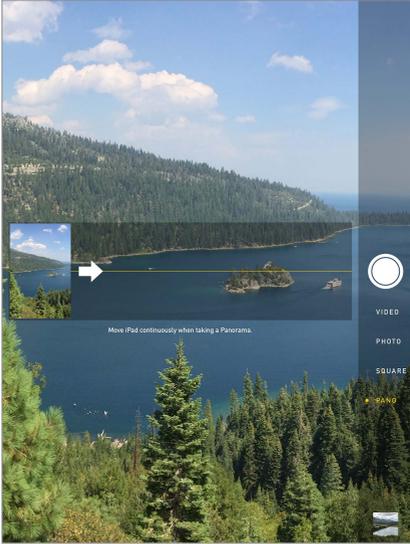
- *Take Burst shots:* (iPad Air 2) Touch and hold the Take Picture button to take rapid-fire photos in bursts (available while in Square or Photo mode). The shutter sound is different, and the counter shows how many shots you've taken, until you lift your finger. To see the suggested shots and select 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 87.

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 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 42.

**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).

**Make it better.** You can edit photos and trim videos, right on iPad. See [Edit photos and trim videos](#) on page 87.

**Use Siri.** Say something like:

- “Open Camera”
- “Take a picture”

## 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. For best results, keep both iPad and the subject still.

**Keep the normal photo and 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 albums are marked with “HDR” in the corner.

## View, share, and print

Photos and videos you take are saved in Photos. With iCloud Photo Library enabled, all new photos and videos are automatically uploaded and available in Photos on all your iOS 8.1 or later devices set up with iCloud Photo Library. See [iCloud Photo Library](#) on page 84. With iCloud Photo Library turned 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 84.

**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 36.

**Upload photos and videos.** Use iCloud Photo Library to upload photos and videos from your iPad to iCloud and access them on your iOS 8.1 or later devices signed in to iCloud 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](#) on page 84.

**Sync photos and videos to iPad from your Mac.** Use the Photos settings pane in iTunes. See [Sync with iTunes](#) on page 20.

## Camera settings

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

- iCloud Photo Library, 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.)

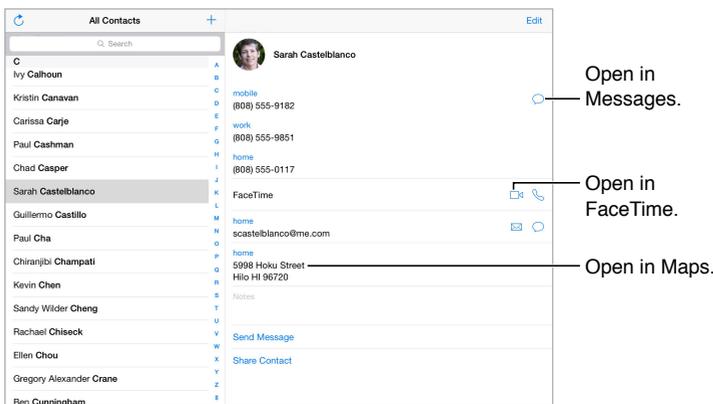
# Contacts

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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, tap My Info, then 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."

**Use Siri.** Say, for example, "Sarah Castelblanco is my sister."

**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 33).

**Use Siri.** Say, for example, "What's my brother's work address?"

**Share a contact.** Tap a contact, then tap Share Contact. See [Share from apps](#) on page 36.

**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:* 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, tap Link Contact, then 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

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.

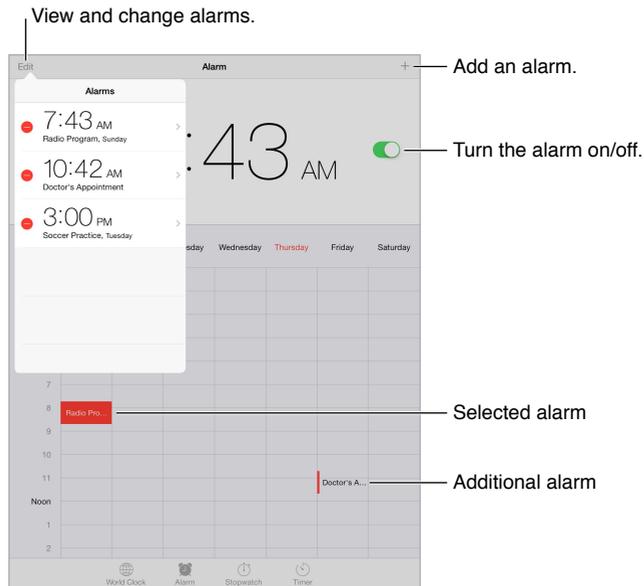


Add a clock.

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.

**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.

**Use Siri.** Say something like:

- “Set the timer for 3 minutes”
- “Wake me up tomorrow at 7 a.m.”
- “What alarms do I have set?”

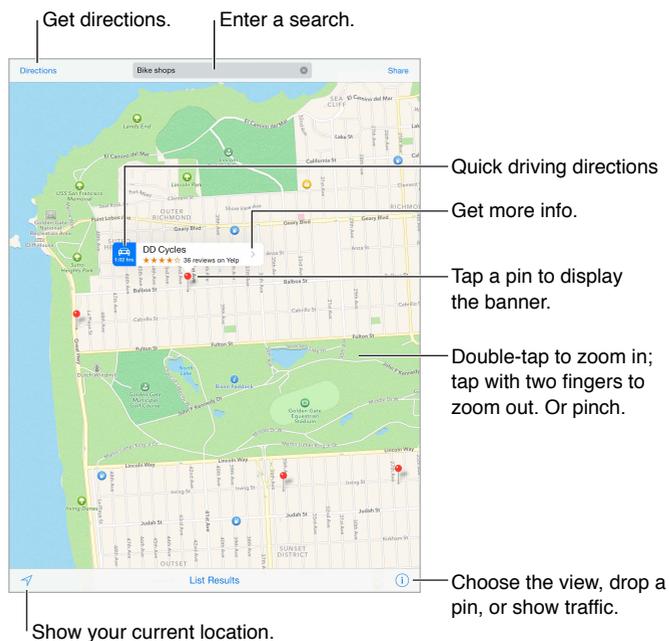
# Maps

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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 159. See also [Privacy](#) on page 42.



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 open or closed. 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.

**Use Siri.** Say, for example, “Find coffee near me.”

**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 ↗. See [Share from apps](#) on page 36.

## 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.

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 Siri.** Say something like:

- “Give me directions home”

- “Directions to my dad’s work”
- “What’s my ETA?”
- “Find a gas station”

**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 in to 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 (these appear in the language specified in Settings > General > International > Language)

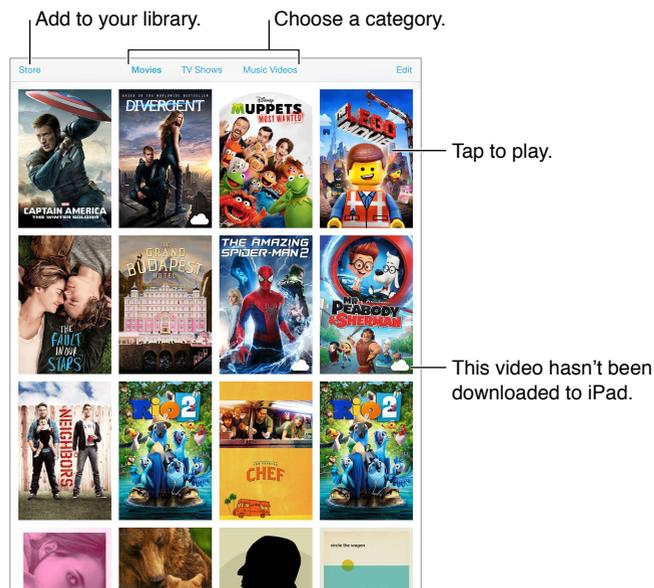
# Videos

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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 127. 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 159.

**Watch a video.** Tap the video in the list of videos.

**What about videos you shot with iPad?** Open the Photos app.

**Stream or download?** If  appears on a video thumbnail, you can watch it without downloading it to iPad, if you have an Internet connection. To download the video to iPad so you can watch without using a Wi-Fi or cellular connection, tap  in the video details.

**Looking for podcasts or iTunes U videos?** Open the Podcasts app or download the free iTunes U app from the App Store.

**Set a sleep timer.** Open the Clock app and tap Timer, then swipe to set the number of hours and minutes. Tap When Timer Ends and choose Stop Playing, tap Set, then tap Start.

## 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 115.

**Transfer videos from your computer.** Connect iPad, then sync videos from iTunes on your computer. See [Sync with iTunes](#) on page 20.

**Stream videos from your computer.** 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 for 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, then choose File > Create New Version > Create iPad or Apple TV Version. Then sync the converted video to iPad.

**Delete a video.** 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 20.

**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.

**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 40.

## 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 that are downloaded to this device
- Log in to Home Sharing

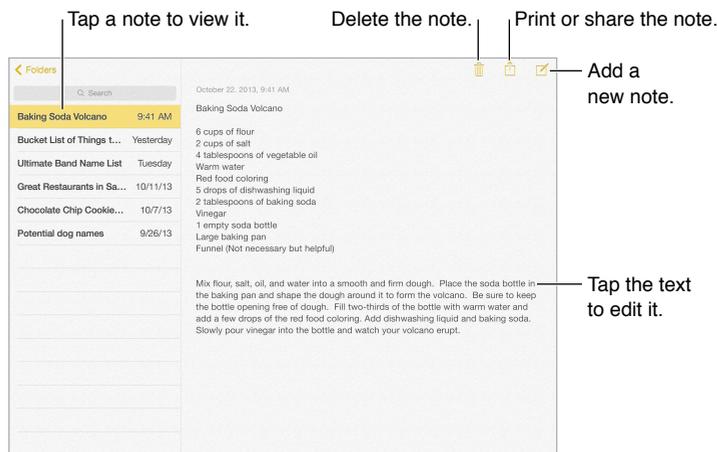
## Notes

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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 an icloud.com, me.com, or mac.com email address 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 in Notes 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 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.

**Use Siri.** Say something like:

- “Create new note travel items.”
- “Add toothbrush to travel items.”

- “Add umbrella.”

## Use 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, 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.

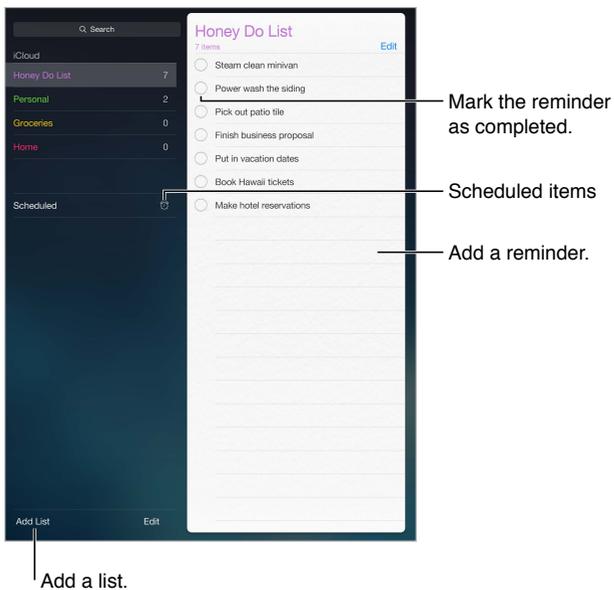
# Reminders

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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 37.

**Use Siri.** Say something like:

- "Remember to take an umbrella"
- "Add artichokes to my groceries list"
- "Read my work to-do list"

**Delete a list.** While viewing a list, tap Edit, then tap Delete List. All of the reminders in the list are also deleted.

**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.