

# HOW TO USE THE iPad



# Ipad Guide Tutorial

**City of London College of Economics**

## Ipad Guide Tutorial:

*The Ipad User's Guide to Ios 12* Michele Berner,2018-08-27 So you ve setup your iPad and don t know what to do next Perhaps you re looking for solutions to obscure questions about how to use your iPad or how to use the new features of iOS 12 Well now you can look it up in this book and learn the full potential of your iPad using the most recent iOS 12 operating system Discover tips tricks and tutorials you can use right away with your iPad to maximise its functionality with the iOS 12 operating system and open a world of new possibilities Learn how to use your iPad as a powerful communication organisation and productivity tool as well as a feature packed entertainment device This book covers all the new features of iOS 12 including screen time bedtime mode grouped notifications tracking battery usage updated apps Siri shortcuts and more It is also a wealth of information on little known features and how to use them You can find easy to follow instructions and screenshots direct from the iPad simple shortcuts and hundreds of tips in the following chapters Finding your way around the iPad the new iOS 12 gestures recover and reset Apple ID passwords Getting Started with the iPad Setting up a new iPad upgrading your iPad to iOS 12 An overview of the updates introduced in iOS 12 The App Store How to navigate the App Store and learn about all the various tabs Security and Privacy Two factor authentication a look at all the privacy and security settings and what they mean childproofing your iPad and family sharing Organisation How to use the dock control centre Do Not Disturb and Bedtime mode organising apps moving deleting offloading updating creating folders and Home screens wallpaper Settings Keep safe learn what settings to disable and tweak Screen time keychain passwords iCloud settings manage storage battery and a look at the most important settings you need to change Safari How to browse the web tweak Safari s settings to protect your privacy tips for using Safari effectively using split view the reader bookmarks etc Siri How to use Siri shortcuts suggestions and a whole lot of useful Siri commands Navigation and Input How to use the keyboard keyboard tips voice input dictation Communication Email messages managing the inbox and VIP mail adding email accounts attaching documents marking up documents and photos Productivity Storage options how to expand your storage annotating screenshots digitally signing pdf documents scanning documents markup images and screenshots the many ways to share your data Accessibility Options to improve vision like contrast bold increase text legibility inverting the screen using the magnifier and accessibility shortcuts Multitasking How to use split view slide over view picture in picture drag and drop Tips for apps Files Notes TV Calendar Messages Contacts Camera Photos Measure Troubleshooting the iPad Maintaining the iPad solving common problems rebooting restoring what to do if your iPad is stuck updating the operating system backups storage options Save time by looking for that pesky tip you ve always wanted to learn about Add to your enjoyment of the iPad and truly unleash its power *IPad Ultimate Tutorial (Users Guide)* Louis Bamford,2020-07-18 IPAD ULTIMATE TUTORIAL USERS GUIDE A master DIY guide for your old or new ipad to help you master your device in few minutesVery easy clear readable and centered on what you need to do A step by step tasks takes you through getting and maintaining your iPad

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