

LEARNING MADE EASY



2022 Edition

iPhone[®]

for
dummies[®]
A Wiley Brand



Learn your way around
the features of iOS 15

Covers iPhone 13 along
with older iPhone models

Calling, texting, and apps
you'll use every day

Edward C. Baig
Bob "Dr. Mac" LeVitus

The iPhone Dream Team



iPhone[®]

2022 Edition

by Edward C. Baig
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Personal Tech columnist
and Bob LeVitus
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for
dummies[®]
A Wiley Brand

iPhone® For Dummies®, 2022 Edition

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Introduction

Precious few products ever come close to generating the kind of buzz seen with the introduction of new iPhones. Their arrival receives front-page treatment in newspapers, and top billing on network and cable TV shows year after year. Even now, people still line up days in advance just to ensure landing one of the first units (though they may have to follow social distancing and mask guidelines again this year).

But we trust you didn't pick up this book to read yet another account about how this year's iPhone launch was an epochal event. We trust you *did* buy the book to find out how to get the very most out of your remarkable device. Our goal is to deliver that information in an informed but light and breezy fashion. We expect you to have fun using your iPhone, and we hope you have fun spending time with us.

About This Book

Let's get one thing out of the way right from the get-go. We think you're pretty darn smart for buying a *For Dummies* book. That says to us that you have the confidence and intelligence to know what you don't know. The *For Dummies* franchise is built around the core notion that we feel insecure about certain topics when tackling them for the first time, especially when those topics have to do with technology.

As with most Apple products, every iPhone to date is beautifully designed and intuitive to use. And though our editors may not want us to reveal this dirty little secret (especially on the first page), the truth is you'll get pretty far just by exploring the iPhone on your own, without the help of this (or any other) book.

Okay, now that we spilled the beans, we'll tell you why you *shouldn't* run back to the bookstore and request a refund: This book is chock-full of useful tips, advice, and other nuggets that will make your iPhone experience all the more pleasurable. So keep this book nearby and consult it often.

But before you do that, let us tell you a bit about how we go about our business. *iPhone For Dummies* makes generous use of numbered steps, bullet lists, and pictures. Web addresses look like this: www.boblevitus.com. For those reading the e-book version, links are live so you can click them.

We also include sidebars with information that is not required reading, but that we hope will provide a richer understanding of certain subjects. Overall, we aim to keep technical jargon to a minimum, under the guiding principle that with rare exceptions you need not know what any of it means.

Foolish Assumptions

Although we know what happens when you make assumptions, we've made a few anyway. First, we assume that you, gentle reader, know nothing about using an iPhone or iOS — beyond knowing what an iPhone is, that you want to use iOS, that you want to understand your iPhone and its operating system without digesting an incomprehensible technical manual, and that you made the right choice by selecting this particular book.

And so, we do our best to explain each new concept in full and loving detail. Perhaps that's foolish, but . . . oh, well.

One last thing: We also assume that you can read. If you can't, please ignore this paragraph.

Icons Used in This Book

Little round pictures (icons) appear in the left margin throughout this book. Consider these icons miniature road signs, telling you something extra about the topic at hand or hammering a point home.

Here's what the five icons used in this book look like and mean.



TIP

This text contains the juicy morsels, shortcuts, and recommendations that might make the task at hand faster or easier.



REMEMBER

This icon emphasizes the stuff we think you ought to retain. You may even jot down a note to yourself in the iPhone's Reminders app.



TECHNICAL
STUFF

Put on your propeller beanie hat and pocket protector; this text includes truly geeky stuff. You can safely ignore this material, but we wouldn't have bothered to write it if it weren't interesting or informative.



WARNING

You wouldn't intentionally run a stop sign, would you? In the same fashion, ignoring warnings may be hazardous to your iPhone and (by extension) your wallet. There, you now know how these warning icons work, for you have just received your very first warning!



NEW

Denotes a feature that's new in iOS 15 or the latest and greatest iPhones — the iPhone 13 family.

What do we mean by *new*? Mostly that a particular feature wasn't available last year (and wasn't covered in previous editions of this book).

Beyond the Book

For details about significant updates or changes that occur between editions of this book, go to www.dummies.com, search for *iPhone For Dummies*, and open the Download tab on this book's dedicated page.

Also, the cheat sheet for this book has tips for mastering multitouch; a list of things you can do during a phone call; info on managing contacts; where to find additional help if your iPhone is acting contrary, and more. To get to the cheat sheet, go to www.dummies.com and type *iPhone For Dummies cheat sheet* in the Search box.

Where to Go from Here

Where to turn to next? Why straight to Chapter 1, of course (without passing Go).

In all seriousness, we wrote this book for you, so please let us know what you think. If we screwed up, confused you, left something out, or — heaven forbid — made you angry, drop us a note. And if we hit you with one pun too many, it helps to know that as well.

Because writers are people too (believe it or not), we also encourage positive feedback if you think it's warranted. So kindly send an email to Ed at baigdummies@gmail.com and Bob at iPhoneLeVitus@boblevitus.com. We'll do our best to respond to reasonably polite emails in a timely fashion.

Finally, we want to thank you for buying our book. We hope it delights you — if it doesn't, please let us know.

1

**Meet Your
iPhone**

IN THIS PART . . .

Get a big-picture overview of the iPhone and a quick tour of its hardware and software.

Activate the phone, turn it on and off, unlock and lock it, and master its multitouch interface.

Synchronize (sync) your data — contacts, appointments, movies, songs, podcasts, and such — between your computer, your iPhone, iCloud+, and other iDevices.

Make and receive calls on the iPhone — even video calls — use visual voicemail, select a ringtone, and ignore, juggle, and merge calls.

- » Looking at the big picture
- » Touring the outside of the iPhone
- » Checking out the iPhone's apps

Chapter **1**

Unveiling the iPhone

Congratulations. You've selected one of the most incredible handheld devices we've ever seen. Of course, the iPhone is one heck of a wireless telephone, but it's actually *four* handheld devices in one. At least it's four devices right out of the box. Add some iPhone apps, and your iPhone becomes a personal computer, an e-book reader, a handheld gaming device, a memory jogger, an exercise assistant, and ever so much more.

We discuss optional apps — how to obtain, install, and delete them — throughout the book and particularly in Chapters 15, 17, and 18.

But first let's focus on the four awesome handheld devices your iPhone is the day you take it out of the box. In addition to being a decent cellular telephone, the iPhone is a gorgeous widescreen video player, a fantastic camera/camcorder system, as well as a tiny-yet-powerful internet communications device.

In this chapter, we offer a gentle introduction to all four devices that make up your iPhone, plus overviews of its revolutionary hardware and software features.

WHAT'S IN THE BOX?

Somehow, we think you've already opened the elegant box that the iPhone came in. But if you didn't, here's what you can expect to find inside:

- **Lightning-to-USB cable:** Use this handy cable to sync or charge your iPhone. You can plug the USB connector into your PC or Macintosh to sync or into the included USB power adapter. The cable was Lightning-to-USB-A until this year. The cable included with all iPhones these days is Lightning-to-USB-C. (If your computer doesn't have a USB-C port, inexpensive adapters are available from Apple and other vendors such as Amazon.com.)
- **Some Apple logo decals:** Of course.
- **A quick start guide or an iPhone info sheet or both:** Not much to it. You see the names of the buttons, how to turn on the phone, and where to learn more and get support. We saved you the time of looking; you can learn more at www.apple.com/iphone and get help at www.apple.com/support/iphone. You're welcome.
- **SIM eject tool:** Included with some (but not all) new iPhones. Didn't get one or lost yours? No problem. Use a straightened paper clip or safety pin to remove your SIM card. (See Chapter 16 for more on the SIM card.)
- **iPhone:** You were starting to worry. Yes, the iPhone itself is also in the box.

The Big Picture

The iPhone has many best-of-class features, but the big one is its super-high-resolution touchscreen that you operate using a pointing device you can't lose: your finger.

And what a display it is. We venture that you've never seen a more beautiful screen on a handheld device in your life.

The iPhone's built-in sensors also still knock our socks off. An accelerometer detects when you rotate the device from portrait to landscape mode and adjusts what's on the display accordingly. A proximity sensor detects when the iPhone gets near your face, so it can turn off the display to save power and prevent accidental touches by your cheek. A light sensor adjusts the display's brightness in response to the current ambient lighting situation. The iPhone even has a gyroscope for advanced motion sensing and GPS sensors so your phone can determine where in the world you are. Our favorite example of motion sensing is that our iPhones rarely ask if we want to join a Wi-Fi network when we're in a moving car. That's a smart smartphone.

In this section, we take a brief look at some of the iPhone’s features, broken down by product category.

The iPhone as a phone and a digital camera or camcorder

On the phone side, the iPhone synchronizes with the contacts and calendars on your Mac or PC, as well as contacts and events on iCloud, Google, Yahoo!, Outlook.com, and Microsoft Exchange. It includes a full-featured QWERTY virtual keyboard, which makes typing text easier than ever before — for some folks. Granted, the virtual keyboard takes a bit of time to get used to. But we think that many of you eventually will be whizzing along at a much faster pace than you thought possible on a mobile keyboard of this type.

The camera in your iPhone is paired with iOS 15’s improved Camera and Photos apps, so taking and managing digital photos and videos on your iPhone is a pleasure rather than the nightmare it can be on other phones. Plus, you can automatically synchronize iPhone photos and videos with the digital photo library on your Mac or PC.

The iPhone 13 Pro and Pro Max cameras are the best yet, with all the features of the preceding Pro generation cameras, including autofocus with focus pixels to help prevent out-of-focus pictures. And all models available today have the best executions yet of the greatest camera feature ever: optical image stabilization, which uses data from the processor, gyroscope, and motion coprocessor to determine camera motion when you’re shooting, and then compensates for your shaky hands or low light. Bottom line: All iPhone 13 models shoot better low-light photos than previous iPhones, and iPhone 13 Pro models shoot the best low-light photos and videos yet.



Cinematic mode (iPhone 13 Pro and Pro Max only) adds a beautiful depth effect with automatic focus that can be changed during *and* after capture. For what it’s worth, these two iPhones are the only devices that can edit depth-of-field effect in video after recording (at least for now).

Finally, don’t miss the Live Photos feature (all current iPhone models), which captures a bit of video before and after the still image. This brings images to life when viewed, and it’s as easy as ever to add effects — such as loop, bounce, and our favorite, long exposure — making Live Photos perhaps the coolest iPhone camera feature since, well, whatever we called the coolest iPhone camera feature in a previous edition.

Another of our favorite phone accouterments is visual voicemail. (Try saying that three times fast.) This feature lets you see a list of voicemail messages and choose which ones to listen to or delete without being forced to deal with every message in your voice mailbox in sequential order. Now, *that's* handy!

Finally, all iPhone models include Siri, an intelligent voice-controlled assistant that understands what you tell it (most of the time). Siri just keeps getting better at figuring out what you mean and determining which (if any) iPhone app should be used to find the right answer. And, like a real personal assistant, Siri replies in a natural sounding human voice. Furthermore, it has become even smarter in recent years with *proactive assistance*, which provides the most relevant information and suggestions at a particular moment and place using *on-device learning*, which helps Siri deliver a more personalized experience based on your usage of Safari, News, Mail, Messages, and other apps.

One more thing: Siri can also take dictation!

If you've tried voice control before, forget everything you know and give Siri a try. We think you'll be as impressed as we are (as long as you have a good internet connection when you try it — Siri can be close to useless if your connection is slow) — and are in a relatively quiet environment or are using a headset.

We've mentioned just the highlights of the iPhone's superb set of features. But because we still have the entire book ahead of us, we'll put the extended coverage on hold for now (phone pun intended).

The iPhone as an iPod

Do you remember when iPods were all the rage? We agree with the late Steve Jobs on this one: The iPhone is a better iPod than any iPod Apple ever made. (Okay, we can quibble about the iPod touch and the iPad, as well as wanting more storage, but you know what we mean.) You can enjoy all your existing media content — music, audiobooks, audio and video podcasts, music videos, television shows, and movies — on the iPhone's gorgeous high-resolution color display, which is bigger, brighter, and richer than any iPod display before it.

Bottom line: If you can get the content — be it video, audio, or whatever — into the Music or TV apps (macOS Catalina or later) or iTunes (PC or macOS Mojave or earlier), you can synchronize it and watch or listen to it on your iPhone.

The iPhone as an internet communications device

But wait — there’s more! Not only is the iPhone a great phone and a stellar media player, but it’s also a full-featured internet communications device with — we’re about to drop a bit of industry jargon on you — a rich HTML email client that’s compatible with most POP, IMAP, and web-based mail services, with support for Microsoft Exchange ActiveSync. (For more on this topic, see Chapter 12.) Also on board is Safari, a world-class web browser that, unlike on most other phones, makes web surfing fun and easy.

Another cool internet feature is Maps. By using GPS, Maps can determine your location, let you view maps and satellite imagery, and obtain driving directions and traffic information for much of the United States. You can also find businesses, such as gas stations, pizza joints, hospitals, and Apple Stores, with just a few taps. And Maps’ new Guide feature makes it easier than ever to find nearby things to see, do, eat, and drink. Plus, you can get information on public transit for more cities than ever and indoor maps of some large spaces such as airports and convention facilities.

Finally, the Compass app not only displays your current GPS coordinates but also orients Maps to show the direction you’re facing.

You might also enjoy using Stocks, an included app that delivers near real-time stock quotes and charts any time and any place, or Weather, another included app that obtains and displays the weather forecast for as many cities as you like.

The internet experience on an iPhone is far superior to the internet experience on any other handheld device we’ve seen, except the iPad. (Technically, we’d call a full-sized iPad a “two-hands-held device” because it’s difficult to hold in one hand for more than a few minutes. But we digress.)

Technical specifications

One last thing before we proceed. Here’s a list of everything you need before you can actually *use* your iPhone:

- » An iPhone
- » In the United States, a wireless contract with AT&T, Verizon, T-Mobile, C Spire, or Cricket, or a contract-free plan with T-Mobile or another provider
- » An Apple ID
- » Internet access (required) — broadband wireless internet access recommended

If you decide to introduce your iPhone to your computer, here's what's required for syncing:

- » Macs running macOS Catalina 10.15 or later sync using Finder.
- » Macs running macOS Mojave 10.14.6 or earlier sync using iTunes 12.8 or later (free download from itunes.com/download).
- » PCs running Windows: Windows 7 or later sync using iTunes 12.10 or later (free download from itunes.com/download).

A Quick Tour Outside

The iPhone is a harmonious combination of hardware and software. In this section, we take a brief look at what's on the outside. In the next section, we peek at the software.

On the sides

The side button is on the right side; the ring/silent switch and volume buttons are on the left, as shown in Figure 1-1. The SIM card tray is on the left side of the iPhone 12 and newer models and on the right side of others. We describe these elements more fully in the following list:

- » **SIM card tray:** The SIM card tray is where you remove or replace the SIM card inside your iPhone.

A SIM (Subscriber Identity Module) card is a removable smart card used to identify mobile phones. Users can change phones by moving the SIM card from one phone to another — kind of. The iPhone uses a nano-SIM.

nano-SIM cards are tiny, so they're easily lost or damaged. Don't remove yours without good reason.



TECHNICAL
STUFF



WARNING

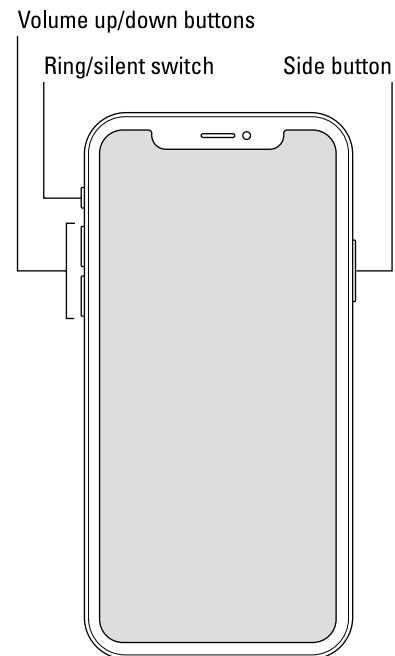


FIGURE 1-1: Here's what you'll find on the sides of your iPhone.

- » **Side button:** This button is used to lock or unlock your iPhone and to turn your iPhone on or off. When your iPhone is locked, you can still receive calls and text messages, but nothing happens if you touch its screen. When your iPhone is turned off, all incoming calls go directly to voicemail.
- » **Ring/silent switch:** This switch, which is on the left side of your iPhone, lets you quickly swap ring mode and silent mode. When the switch is set to ring mode — the up position, with no orange showing on the switch — your iPhone plays all sounds through the speaker on the bottom. When the switch is set to silent mode — the down position, with orange visible on the switch — your iPhone doesn't make a sound when you receive a call or when an alert pops up on the screen.



REMEMBER



TIP

Silent mode is overridden, however, by alarms you set in the built-in Clock app, music, audiobooks, and other purposeful audio, and selecting sounds such as ringtones and alert sounds in the Settings app.

If your phone is set to ring mode and you want to silence it quickly, press the side button or press one of the volume buttons.

- » **Volume up/down buttons:** Two volume buttons are just below the ring/silent switch. The upper button increases the volume; the lower one decreases it. You use the volume buttons to raise or lower the loudness of the ringer, alerts, sound effects, songs, and movies. And during phone calls, the buttons adjust the voice loudness of the person you're speaking with, regardless of whether you're listening through the receiver, the speakerphone, or a headset.

Note that Figure 1-1 is an iPhone with Face ID, so although it does not have a Home button, all other buttons and switches are shown in their proper locations.

On the bottom

On the bottom of your iPhone, you find microphones, the Lightning connector, and stereo speakers, as shown in Figure 1-2:

- » **Microphones:** The built-in microphones let callers hear your voice when you're not using a headset.

The iPhone sports three or more microphones — the main ones are on the bottom — which work together to suppress unwanted and distracting background sounds on phone calls using dual-mic noise suppression and beam-forming technology.



TECHNICAL STUFF

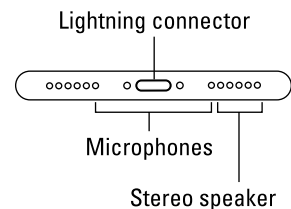


FIGURE 1-2: On the bottom of your iPhone (some models differ slightly).

» **Lightning connector:** The Lightning connector has several purposes:

- You can use it to recharge your iPhone’s battery. Simply connect one end of the included Lightning connector-to-USB cable to the iPhone and the other end to the USB power adapter, a USB port on your computer, or a port on a powered USB hub.
- You can use the port to synchronize. Connect one end of the cable to the port on your iPhone and the other end to a USB port on your Mac or PC.
- You can use the Lightning port to connect your iPhone to other devices, such as a camera or television using an adapter such as the Camera Connection Kit or one of Apple’s A/V adapter cables.
- You use the Lightning port to connect EarPods (or your favorite headset, which may require a 3.5 mm headphone jack adapter), so you can listen to audio or talk on the phone without holding a slab of glass and metal in front of your face.

Little-known fact: The EarPods with Lightning connector that used to come with iPhones will work with any iOS device with a Lightning connector.

» **Stereo speakers:** The speakers are used by the iPhone’s built-in speaker-phone and for playing audio — music or video soundtracks — when no headset is connected. They also play the ringtone you hear when you receive a call. All current iPhones have stereo speakers.

On the front

On the front of your iPhone, you find the following (labeled in Figure 1-3):

- » **Camera:** The camera on the front of the iPhone is tuned for FaceTime, so it has just the right field of view and focal length to focus on your face at arm’s length, which presents you in the best possible light.
- » **Receiver/front microphone:** The receiver (speaker) and front mic that the iPhone uses for telephone calls. The receiver naturally sits close to your ear whenever you hold your iPhone in the “talking on the phone” position; the mic is used for noise-cancelling and FaceTime calls.

You should be the only one who hears sound coming from the receiver. If you have the volume set above about 50 percent and you’re in a location with little or no background noise, someone standing nearby may be able to hear the sound, too. So be careful.

If you require privacy during phone calls, use a compatible Apple or third-party headset — wired or wireless — as discussed in Chapter 14.



WARNING



TIP

- » **Status bar:** The status bar displays important information, as you discover in a page or two.
- » **Touchscreen:** You find out how to use the iPhone's gorgeous high-resolution color touchscreen in Chapter 2. All we have to say at this time is try not to drool all over it.
- » **Home button and Touch ID sensor (Touch ID models):** No matter what you're doing, you can press the Home button at any time to display the Home screen, which is the screen shown in Figure 1-3. The iPhone's Touch ID sensor uses your fingerprint to unlock the phone (see Chapter 2).
- » **App icons:** Each icon on the Home screen launches an included iPhone app or one you've acquired from the App Store.



FIGURE 1-3: The iPhones are a study in elegant simplicity.

Photo Apple, Inc.

On the back

On the back of your iPhone are one to three camera lenses that look like little circles or ovals in the top-left corner. The iPhone also has one or more little LEDs next to the camera lens for use as a flash for still photos, as a floodlight for videos, and as a flashlight (turn it on and off in Control Center). For more on using the camera and shooting videos, see Chapters 9 and 10, respectively; for more on the flashlight and Control Center, see Chapter 5.

Status bar

The status bar, which is at the top of every Home screen and displayed by many (if not most) apps, displays tiny icons that provide a variety of information about the current state of your iPhone:

5G E

» **5G E:** Your wireless carrier's 5G E network is available.

4G

» **4G:** Your wireless carrier's high-speed UMTS network is available.

3G

» **3G:** Your wireless carrier's 3G UMTS or EV-DO data network is available and your iPhone can connect to the internet via 3G.



» **Airplane mode:** All wireless features of your iPhone — the cellular, 5G, 4G, 3G, GPRS (General Packet Radio Service), and EDGE networks, Wi-Fi, and Bluetooth — are turned off. You're allowed to use your iPod on a plane after the captain gives the word. But you can't use your cellphone except when the plane is in the gate area before takeoff or after landing. Fortunately, your iPhone offers an airplane mode, which turns off all wireless features of your iPhone and makes it possible to enjoy music or video during your flight.



TIP



» **Alarm:** You've set one or more alarms in the Clock app.



» **Battery:** This battery icon displays the level of your battery's charge. The icon is completely filled with green or white when your battery is fully charged and then empties as your battery becomes depleted. You see a lightning bolt next to the icon when your iPhone is recharging.



» **Bluetooth battery:** A tiny battery icon next to the Bluetooth icon displays the battery level of some Bluetooth devices.



» **Call forwarding:** Call forwarding is enabled on your iPhone.



» **Camera in use indicator:** Appears whenever an app is using your iPhone camera.