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the original iPad



# iPad 2

## Made Simple

Martin Trautschold | Gary Mazo



Apress®

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**Martin Trautschold  
and  
Gary Mazo**

**Apress®**

## **iPad 2 Made Simple**

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*This book is dedicated to our families—to our wives, Julie and Gloria, and to our kids,  
Sophie, Livvie and Cece, and Ari, Dan, Sara, Billy, Elise and Jonah.*

*Without their love, support, and understanding, we could never take on projects like this  
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for a little while!*

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# Quick Start Guide

In your hands is one of the most exciting devices to hit the market since the original version: the new iPad 2. This Quick Start Guide will help get you and your new iPad 2 up and running in a hurry. You'll learn all about the buttons, switches, and ports. You'll also learn how to use the innovative and responsive touch screen, as well as multitask with the new App Switcher bar. Our App Reference Tables introduce you to both the built-in apps and some valuable additions from the App Store—and serve as a quick way to find out how to accomplish a task. We also show you some popular accessories that will help you get more out of your iPad.

# Quick Start Guide

This Quick Start Guide is meant to be just that—a tool that can help you jump right in and find information in this book—and learn the basics of how to get around and enjoy your iPad right away.

We start with the nuts and bolts in the “Learning Your Way Around” section—what all the keys, buttons, switches, and symbols mean and do on your iPad. You’ll see some handy features such as how to double-click the **Home** button to multitask; how to configure the **Rotation Lock/Mute** switch; and how to interact with the menus, submenus, and set switches—which you do in almost every application on your iPad. You’ll also find out how to read your connectivity status and what to do when you travel on an airplane.

**TIP:** Check out Chapter 2: “Typing Tips, Copy/Paste, & Search” for great typing tips and more.

In “Touch Screen Basics,” we help you learn how to touch, swipe, flick, zoom, and more.

In “App Reference Tables,” we’ve organized the app icons into general categories, so you can quickly browse the icons and jump to a section in the book to learn more about the app a particular icon represents. Here are the tables:

- Getting Started (Table 2)
- Staying Organized (Table 3)
- Being Entertained (Table 4)
- Staying Informed (Table 5)
- Networking Socially (Table 6)
- Being Productive (Table 7)

In “Other Fun Stuff,” we show you the Electronic Picture Frame feature and how to enjoy videos on your iPad.

In “iPad Accessories,” we give you a brief overview of some of the more common accessories you might find interesting.

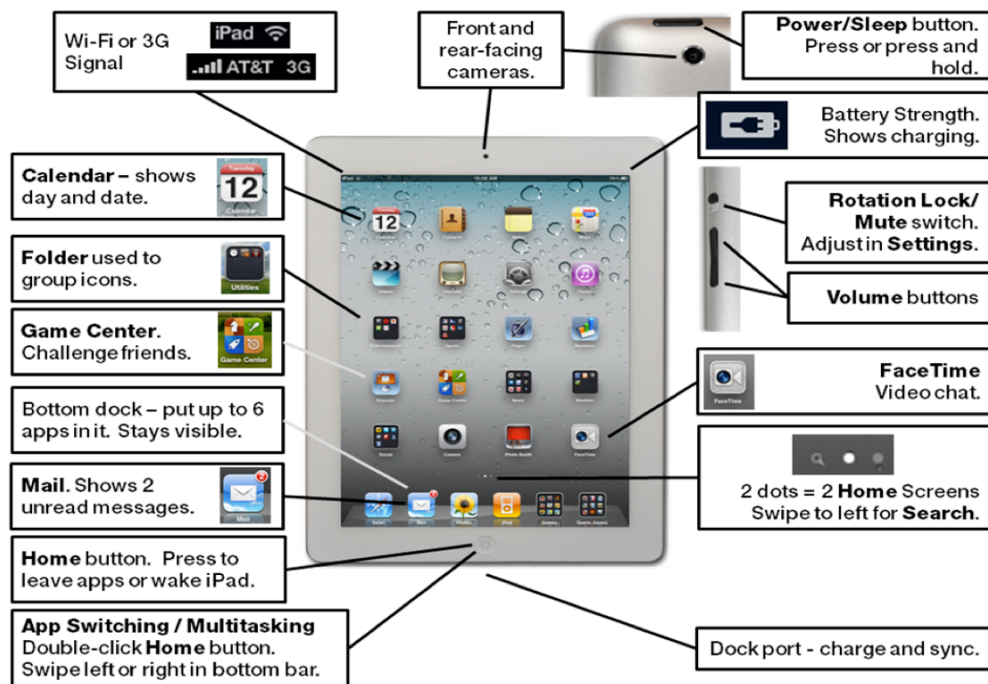
So let’s get started!

## Learning Your Way Around

To help you get comfortable with your iPad, we start with the basics—what the buttons, keys, and switches do—then we move into how you start apps and navigate the menus. Probably the most important status indicator on your iPad, besides the battery, is the one that shows network status in the upper-left corner. You’ll see how to quickly read the network status icons.

## Keys, Buttons, and Switches

Figure 1 shows all the things you can do with the buttons, keys, switches, and ports on your iPad. Go ahead and try out a few things to see what happens. Try pressing the **Volume Down** key for two seconds, double-clicking the **Home** button, using the **Rotation Lock/Mute** switch, and pressing and holding the **Power/Sleep** key. Have some fun getting acquainted with your device.



**Figure 1.** The iPad 2 buttons, ports, switches, and keys

## Locking the Screen Rotation or Muting Your iPad

As soon as you start touching the iPad, you'll notice the screen rotates amazingly fast. There are times when you don't want it to rotate (called **Rotation Lock** or sometimes **Orientation Lock**)—for example, when you have it in your lap or on the table. The switch above the volume buttons on the upper-right edge of your iPad can be set to do two different functions. One function enables **Rotation Lock**, while the other enables you to **Mute** your device. (For example, you can mute rings from any incoming **FaceTime** video calls.) You can adjust which function you want to use for this side switch in the **Settings** app. In that app, select **General** > **Use Side Switch to** > **Rotation Lock** or **Mute**. Please see Chapter 8: “Multitasking and Mute/Lock Switch” for more details on how to use this switch.

## Starting Apps and Using Soft Keys

Some apps have soft keys at the bottom of the screen, such as the **iPod** app shown in Figure 2.

For the soft keys to work in the **iPod** app, you must have some content (e.g., music, videos, and podcasts) on your iPad. See Chapter 3: “Sync with iTunes,” for help syncing your music, videos, and more. Follow these steps to use the soft keys in the **iPod** app:

1. Tap the **iPod** icon to start the **iPod** app.
2. Touch the **Albums** soft key at the bottom to view your albums.
3. Touch the **Artists** soft key to view a list of your artists.
4. Try all the soft keys in **iPod** and other apps.

**TIP:** You know which soft key is selected because it is highlighted—either with dark gray or with a color. The unselected soft keys are light gray or white.



**Figure 2.** Working with soft keys in apps

## Menus, Options, and Switches

Once you are in a program, you can select any menu item by simply touching it. In the **Settings** app, tap any item in the left column to see more options appear in the right column. Tap any item with a **Greater Than** symbol (>) to see another screen with options that you can adjust, such as **Show Each Photo For** (see Figure 3).

**TIP:** You know there is a list of options if you see the **Greater Than** symbol (>) next to the menu item.

How do you get back to the previous screen or menu? Tap the button in the top left of the **Options** screen that shows the name of the previous screen. If you're in the **Show Each Photo For** screen, for example, you'd touch the **Picture Frame** button.

You'll see a number of switches on the iPad, such as the one next to **Zoom In on Faces** shown in Figure 3. To set a switch (e.g., from **ON** to **OFF**), just touch it.