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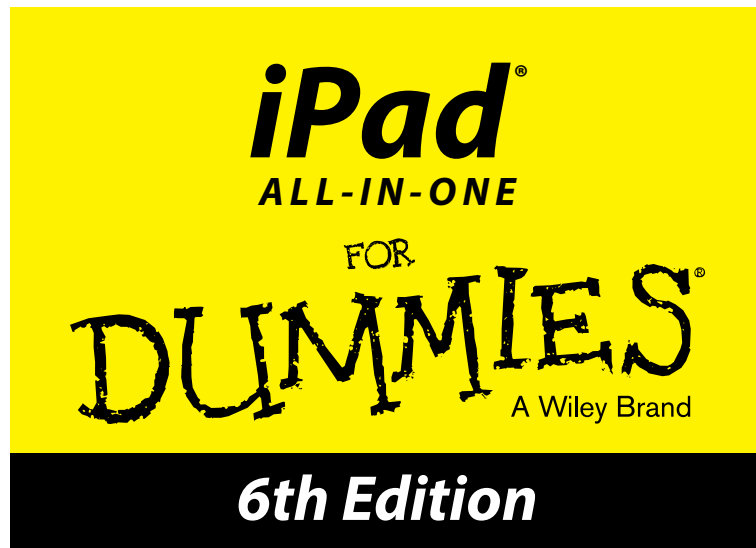
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by Nancy C. Muir

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# Introduction

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Apple turned the computing world on its ear when it introduced the iPad. This small wonder, which weighs less than a pound and a half, sold many millions of units in its first few years for good reason: It's well designed and feature-rich, and it opens up a world of apps and media viewing in a highly portable format.

## About This Book

*iPad All-in-One For Dummies*, 6th Edition, has one aim: to be the ultimate reference on the coolest digital device of the day. If you're reasonably computer savvy, you can use this book to get up to speed quickly the day you buy your iPad, and then you can pick up the book again anytime you feel like taking your knowledge of the iPad to the next level. Even if you've been puttering with your iPad for a while, you'll still find things between these covers that you didn't know about.

Though the iPad is relatively simple to use, a lot is packed in there, and you can get even more from it by downloading apps to do seemingly everything under the sun. This book approaches the iPad from every angle: from the basics to powerful road-warrior tools.

You can read step-by-step instructions for basic tasks, hot tips for getting the most out of iPad, and tips about apps that can take your iPad experience further.

## Foolish Assumptions

To offer you a book that gives you insight into the powerful ways you can use iPad, I have to assume that you're computer and mobile phone literate. You don't have to be an iPhone user to use this book (though iPhone has a great many similarities to iPad and shares many apps with it). You don't even have to be a Mac-oriented person — PC people do just fine with iPad.

I also assume that you want to take iPad to the next level by getting helpful tips and advice as well as discovering a few apps that are useful in expanding your iPad experience. You may use iPad for personal pleasure or to get your work done — or both. If you travel a great deal or use iPad to work, you'll find extra benefits in the material covered in Book III and IV.

## Icons Used in This Book

Little pictures often found in the margin of technical books help you quickly find certain types of information, such as tips or warnings. Here are the icons you should look for in *iPad All-in-One For Dummies*, 6th Edition:



The Tip icon points to a tiny advice column about the current topic or other useful strategies for advancing your iPad experience to the next level.



The Remember icon signals either a pertinent fact that relates to the topic you're reading about (but is also mentioned elsewhere in the book) or a reiteration of a particularly important piece of information that's, well, worth repeating.



The Warning icon alerts you to potential pitfalls, so don't ignore it. Ignoring the Warning icon might leave you with lost data, a broken iPad, or a lost connection.



For the latest and greatest features of iPad Air and iPad mini with Retina Display, hunt for the New icon. If you own an earlier generation of iPad or iPad mini, this information can help you understand where your model might differ in its functionality. **Note:** Most features on your iPad will match this book no matter what version of iPad you have if you upgrade to iOS 7. However, the original iPad doesn't support iOS 7 at all, so none of the coverage in this book is relevant to that model.



The Technical Stuff icon marks iPad information that ventures beyond the basics.

## Beyond the Book

This section describes where you can find the book's companion content at [www.dummies.com](http://www.dummies.com). Here's what you can find there:

- ✓ **Cheat Sheet:** Visit [www.dummies.com/cheatsheet/ipadaio](http://www.dummies.com/cheatsheet/ipadaio) to find ways to personalize various iPad and Safari browser settings and a list of free apps.
- ✓ **Dummies.com online articles:** Head to this book's Extras page located at [www.dummies.com/extras/ipadaio](http://www.dummies.com/extras/ipadaio) to read about cool apps for your iPad. You'll find articles about entertainment apps, apps for business power users, apps to use with iWork, and informative apps such as dictionaries and news sources.

- ✓ **Updates:** I provide information on changes to the iOS or iPad hardware that occur after this book's publication on my website (at [www.ipad-madeclear.com](http://www.ipad-madeclear.com)), so you can continue to use this book even if changes are introduced after you buy it. Please check this website periodically as Apple makes software and hardware updates to iPad now and then. You can also check for updates and corrections at [www.dummies.com/extras/ipadaio](http://www.dummies.com/extras/ipadaio).

## *Where to Go from Here*

After you read this book's introduction, it's time to jump into all things iPad. I hope that when you turn to any chapter in this book, you'll find something you didn't know about iPad that will increase your enjoyment of your new device.

Start by checking out the basic concepts and instructions in Book I (you might be surprised at what you discover, even if you've been tinkering with your iPad for a bit) and then jump to any minibook that addresses where you want to go next — to have fun or get work done, for example.

Wherever you dive in, you're likely to find some advice or information that will make your iPad experience even more rewarding.

The first step you should take (and this is covered in Book I, Chapter 2) is to update to the latest operating system for iPad — iOS 7, at the time this book went to press. (All steps in this book are based on iOS 7.)



Book I  
**iPad Basics**



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## ***In this book...***

- ✔ Discover new features in iPad mini and fifth-generation iPad and iOS 7
- ✔ Get an overview of preinstalled apps
- ✔ Set up iPad and sync it with your computer
- ✔ Open an iCloud account and back up and share content with other devices
- ✔ Explore the iPad touchscreen and cameras
- ✔ Make settings that control how iPad works (including accessibility settings)
- ✔ Browse with Safari and its improved tabbed interface
- ✔ Set up your e-mail account
- ✔ Learn about AirDrop, the great new tool for sharing content
- ✔ Explore troubleshooting and maintenance advice



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# Chapter 1: Buying Your iPad

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## *In This Chapter*

- ✓ Finding out what's new with iPad Air, iPad mini with Retina Display, and iOS 7.0
- ✓ Picking the right iPad for you
- ✓ Choosing where to purchase your iPad
- ✓ Contemplating accessories for your iPad

You've read about it and seen people using it everywhere you go. You know you can't live without your own iPad to have fun, explore the online world, read e-books, organize your photos, and more.

Trust me; you've made a good decision because the iPad does redefine the computing experience in an exciting new way.

This chapter is for those of you who don't already have an iPad. Here is where you discover the different iPad models and their advantages, as well as where to buy this little gem and the accessories you can purchase to trick out your iPad.

## *Discovering What's New in iOS 7.0*

iPad gets its features from a combination of hardware and its software operating system, with the most current operating system being iOS 7.0, though small updates appear all the time, so by the time you're reading this, you might have 7.1, 2, or 3. If you've seen the original iPad in action or own one, it might be helpful to understand what new features the iPad Air and iPad mini with Retina Display bring to the table (which are all covered in more detail in this book). In addition to features on the original iPad, iPad 2, and the third- and fourth-generation iPads, the latest iPads offer

- ✓ **Design:** iPad Air is lighter (1 lb.) and thinner (7.5 millimeters thick) with thinner bezels for more screen area. Both iPad Air and iPad mini with Retina Display offer awesomely crisp displays with 3.1 million pixels — which, trust me, is a lot.



- ✓ **An improved chip:** The 64 bit A7X processor doubles processor and graphics speeds over the A6X chip on the fourth-generation iPad.
- ✓ **Dual antennas:** Two antennae and the use of MIMO (multiple-input, multiple output) technology allows for much faster wireless connections.
- ✓ **M-7 Motion Coprocessor:** This coprocessor processes game features like the gyroscope and accelerometer faster.
- ✓ **Video Recording:** Video recording quality has moved from 720p HD to 1080p HD for an improvement in quality, and 3x video zoom has been added.



Throughout this book, I point out any features that are available on only certain models of iPads, so you can use this book no matter which version of the device you own.

Any iPad device other than the original iPad can use iOS 7.0 if you update the operating system (discussed in detail in Chapter 2 of this minibook); this book is based on version 7.0 of iOS.

This update to the operating system adds a few new features, including

- ✓ **A whole new look:** Apple has entirely redesigned the iOS interface with iOS 7, providing flatter, more graphically bright buttons for your apps and a simple, clean look to areas such as the Lock screen and Settings. Love it or hate it, it's an overdue facelift for iPad.
- ✓ **Control Center:** This handy group of buttons and sliders gives you access to the most commonly used settings such as volume, playback tools for music, on/off settings for AirDrop (see the next item for more about this feature), Wi-Fi, and Bluetooth, as well buttons for a Flashlight, Clock, Calculator, and your Camera. Control Center appears when you flick up from the bottom of the iPad screen.
- ✓ **AirDrop:** Use this new feature to share pictures, videos, music, and more with somebody in your general vicinity who has an AirDrop-enabled device. AirDrop is available for only iPad mini and fourth-generation or later iPads.
- ✓ **Notification Center:** Swipe down on your iPhone screen, and you reveal Notification Center. New Notification Center features in iOS 7 are the Today, All, and Missed views that help you see useful information such as events on your Calendar, Reminders, and stock values from three perspectives.
- ✓ **Multitasking:** In iOS 7, Apple has made some changes to the way you work with more than one app at a time. You can press the Home button twice to get a view of all open apps to make it easier to switch among them. Also, your iPad now pays attention to the time you typically use certain apps, such as a social app or stock tracker, and updates their content at that time to make the latest content available to you faster.
- ✓ **Camera improvements:** Now, the Camera app makes various shooting formats (still, video, panorama, and the new square format) easily accessible.

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