iPod touch
User Guide

For iOS 6.1 Software (June 2013)

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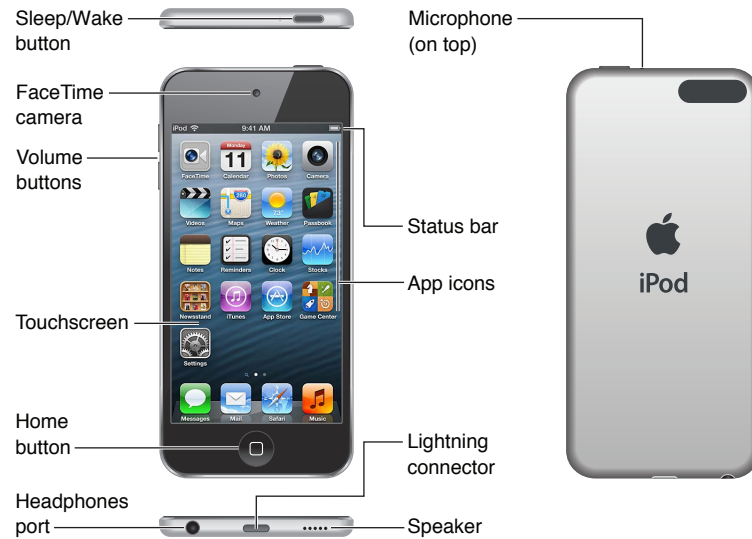
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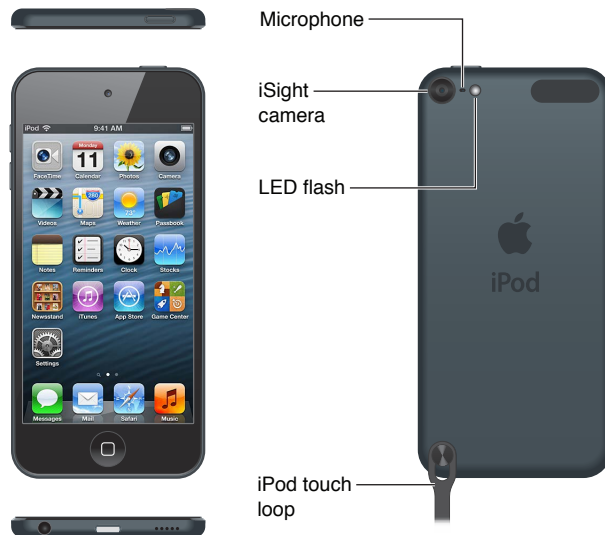
iPod touch loop

iPod touch apps and features may vary based on your location, language, and model of iPod touch. To find out which features are supported in your area, see www.apple.com/ios/feature-availability.

Accessories

The following accessories are included with iPod touch:

Apple EarPods: Use the Apple EarPods (iPod touch 5th generation, shown above) or Apple Earphones (iPod touch 4th generation) to listen to music, videos, audiobooks, podcasts, and games.

Connecting cable: Use the Lightning to USB Cable (iPod touch 5th generation, shown above) or Dock Connector to USB Cable (iPod touch 4th generation) to connect iPod touch to your computer to sync and charge, or to the USB power adapter (sold separately) to charge.

iPod touch loop (available for models with 32 GB or more): Attach for an easy and secure way to carry iPod touch. Press the button on the back of iPod touch to pop it up, slip the loop tab over the button, then pull the loop to snap it into place.

> *WARNING:* For important information about using the iPod touch loop, see Important safety information on page 129.

Buttons

Sleep/Wake button

When you're not using iPod touch, you can lock it to turn off the display and save the battery. When iPod touch is locked, nothing happens if you touch the screen. You can still listen to music and adjust the volume using the buttons on the side of iPod touch.

Lock iPod touch: Press the Sleep/Wake button.

Sleep/Wake button

Unlock iPod touch: Press the Sleep/Wake button or the Home button ⎕, then drag the slider.

Open Camera when iPod touch is locked: Press the Sleep/Wake button or the Home button ⎕, then drag 📷 up.

Access the audio controls when iPod touch is locked: Double-click the Home button ⎕.

Turn off iPod touch: Press and hold the Sleep/Wake button until the red slider appears, then drag the slider.

Turn on iPod touch: Press and hold the Sleep/Wake button until the Apple logo appears.

iPod touch locks if you don't touch the screen for a minute or two.

Change the auto-lock time: Go to Settings > General > Auto-Lock.

Require a passcode to unlock iPod touch: Go to Settings > General > Passcode Lock.

Home button

The Home button ⎕ takes you to the Home screen, no matter what you're doing. It also provides other shortcuts. On the Home screen, tap any app to open it. See Opening and switching between apps on page 17.

Go to the Home screen: Press the Home button ⎕.

See recently used apps: With iPod touch unlocked, double-click the Home button ⎕. When the apps appear at the bottom of the screen, flick left or right to see more.

See the audio playback controls:

* *When iPod touch is locked:* Double-click the Home button ⎕. See Playing music on page 41.
* *When you're using another app:* Double-click the Home button ⎕, then flick to the left end of the multitasking bar that appears at the bottom of the screen.

Use Siri (iPod touch 5th generation) or Voice Control: Press and hold the Home button ⎕. See Chapter 4, Siri, on page 35 and Voice Control on page 26.

Volume buttons

When you listen to songs, movies, or other media, the buttons on the side of iPod touch adjust the audio volume. Otherwise, the buttons control the volume for alerts and other sound effects.

WARNING: For important information about avoiding hearing loss, see Appendix B, Safety, Handling, & Support, on page 129.
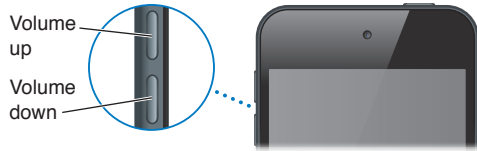
Lock the ringer and alerts volume: Go to Settings > Sounds and turn off "Change with Buttons."

Limit the volume of music and videos: Go to Settings > Music > Volume Limit.

Note: In some countries, iPod touch may indicate when you're setting the volume above the European Union hearing safety guidelines. To increase the volume beyond this level, you may need to briefly release the volume control.

You can use the Do Not Disturb setting to silence FaceTime calls, alerts, and notifications.

Set iPod touch to Do Not Disturb: Go to Settings and turn on Do Not Disturb. Do Not Disturb keeps FaceTime calls, alerts, and notifications from making any sounds or lighting up the screen when the screen is locked. Alarms still sound, however, and if the screen is unlocked, Do Not Disturb has no effect.

To schedule quiet hours, allow specific people to call you with FaceTime, or allow repeated FaceTime calls to ring through, go to Settings > Notifications > Do Not Disturb. See Do Not Disturb and Notifications on page 120.

You can also use either volume button to take a picture or record a video. See Chapter 9, Camera, on page 54.

Status icons

The icons in the status bar at the top of the screen give information about iPod touch:

Status icon		What it means
📶	Wi-Fi*	Shows that iPod touch is connected to the Internet over a Wi-Fi network. The more bars, the stronger the connection. See Wi-Fi on page 119.
✳	Network activity	Shows network activity. Some third-party apps may also use this icon to indicate an active process.
🔄	Syncing	Shows that iPod touch is syncing with iTunes.
✈	Airplane mode	Shows that airplane mode is on—you cannot access the Internet or use Bluetooth® devices. Non-wireless features are available. See Airplane mode on page 119.
🌙	Do Not Disturb	Shows that "Do Not Disturb" is turned on. See Do Not Disturb and Notifications on page 120.
VPN	VPN	Shows that you are connected to a network using VPN. See VPN on page 122.
🔒	Lock	Shows that iPod touch is locked. See Sleep/Wake button on page 9.
▶	Play	Shows that a song, audiobook, or podcast is playing. See Playing music on page 41.
🔒↻	Portrait orientation lock	Shows that the iPod touch screen is locked in portrait orientation. See Portrait and landscape orientation on page 19.
⏰	Alarm	Shows that an alarm is set. See Chapter 22, Clock, on page 87.
➤	Location Services	Shows that an app is using Location Services. See Privacy on page 126.
✳	Bluetooth*	*Blue or white icon:* Bluetooth is on and paired with a device, such as a headset.
		Gray icon: Bluetooth is on and paired with a device, but the device is out of range or turned off.
		No icon: Bluetooth is turned off or not paired. See Bluetooth devices on page 31.
🔋	Bluetooth battery	Shows the battery level of a paired Bluetooth device.
🔋	Battery	Shows battery level or charging status. See Battery on page 33.

* Accessories and wireless performance: The use of certain accessories with iPod touch may affect wireless performance. Not all iPod accessories are fully compatible with iPod touch. Turning on airplane mode on iPod touch may eliminate audio interference between iPod touch and an accessory. While airplane mode is on, you cannot make or receive FaceTime calls or use features that require wireless communication. Reorienting or relocating iPod touch and the connected accessory may improve wireless performance.

Getting Started

2

> ⚠️ **WARNING:** To avoid injury, read Important safety information on page 129 before using iPod touch.

What you need

To use iPod touch, you need:

- An Apple ID (for some features, including iCloud, the App Store, and the iTunes Store). You can create an Apple ID during setup.
- A Wi-Fi Internet connection

To use iPod touch with your computer, you need:

- An Internet connection for your computer (broadband is recommended)
- A Mac or a PC with a USB 2.0 or 3.0 port and one of the following operating systems:
  - Mac OS X v10.6.8 or later
  - Windows 7, Windows Vista, or Windows XP Home or Professional with Service Pack 3 or later
- iTunes 10.7 or later (for some features), available at www.itunes.com/download

Setting up iPod touch

To set up and activate iPod touch, turn on iPod touch and follow the Setup Assistant. The Setup Assistant steps you through the setup process, including connecting to a Wi-Fi network, signing in with or creating a free Apple ID, setting up iCloud, and turning on recommended features such as Location Services and Find My iPod. You can also restore from an iCloud or iTunes backup during setup.

Activation can be done over a Wi-Fi network. If you don't have access to a Wi-Fi network, you can connect iPod touch to your computer and finish activation using iTunes.

Connecting iPod touch to your computer

If you don't have Wi-Fi access, you might need to connect iPod touch to your computer to complete setup. You can also connect iPod touch to your computer to sync music, videos, and other information with iTunes. You can also sync content with your computer wirelessly. See iCloud on page 14 and Syncing with iTunes on page 15.

Connect iPod touch to your computer: Use the included Lightning to USB Cable (iPod touch 5th generation) or Dock Connector to USB Cable (iPod touch 4th generation).

Connecting to the Internet

iPod touch connects to the Internet via Wi-Fi networks. When joined to a Wi-Fi network that is connected to the Internet, iPod touch connects to the Internet automatically whenever you use Mail, Safari, FaceTime, Game Center, Stocks, Maps, Weather, the App Store, or the iTunes Store. For information about connecting to a Wi-Fi network, see Wi-Fi on page 119.

Setting up mail and other accounts

iPod touch works with iCloud, Microsoft Exchange, and many of the most popular Internet-based mail, contacts, and calendar service providers. If you don't already have a mail account, you can set up a free iCloud account when you set up iPod touch, or any time in Settings > iCloud. See iCloud on page 14.

Set up an iCloud account: Go to Settings > iCloud.

Set up some other account: Go to Settings > Mail, Contacts, Calendars.

You can add contacts using an LDAP or CardDAV account if your company or organization supports it. See Adding contacts on page 96.

You can add calendars using a CalDAV calendar account, and you can subscribe to iCalendar (.ics) calendars or import them from Mail. See Working with multiple calendars on page 76.

Apple ID

An Apple ID is the user name for a free account that lets you access Apple services, such as the iTunes Store, the App Store, and iCloud. You need only one Apple ID for everything you do with Apple. There may be charges for services and products that you use, purchase, or rent.

If you have an Apple ID, use it when you first set up iPod touch, and whenever you need to sign in to use an Apple service. If you don't already have an Apple ID, you can create one whenever you're asked to sign in.

Create an Apple ID: Go to Settings > iTunes & App Stores and tap Sign In. (If you're already signed in and want to create another Apple ID, first tap your Apple ID, then tap Sign Out.)

For more information, see support.apple.com/kb/he37.

Managing content on your iOS devices

You can transfer information and files between your iOS devices and computers using iCloud or iTunes.

- *iCloud* stores your photos, apps, contacts, calendars, and more, and wirelessly pushes them to your devices, keeping everything up to date. See iCloud below.

- *iTunes* syncs music, video, photos, and more between your computer and iPod touch. You can connect iPod touch to your computer using USB, or set it up to sync wirelessly using Wi-Fi. Changes you make on one device are copied to the other when you sync. You can also use iTunes to copy a file to iPod touch for use with an app, or to copy a document you've created on iPod touch to your computer. See Syncing with iTunes on page 15.

You can use iCloud, iTunes, or both, depending on your needs. For example, you can use Photo Stream to automatically put photos you take with iPod touch on all of your devices, and use iTunes to sync photo albums from your computer to iPod touch.

Important: Don't sync items in the Info pane of iTunes (such as contacts, calendars, and notes) if you use iCloud to keep that information up to date on your devices. Otherwise, you might see duplicate items.

iCloud

iCloud is a service that stores your content, including music, photos, contacts, calendars, and supported documents. Content stored in iCloud is wirelessly pushed to your other iOS devices and computers set up with the same iCloud account.

iCloud is available on an iOS device with iOS 5 or later, on a Mac with OS X Lion v10.7.2 or later, and on a PC with the iCloud Control Panel for Windows (Windows Vista Service Pack 2 or Windows 7 required).

Note: iCloud is not available in all areas, and iCloud features may vary by area. For more information, go to www.apple.com/icloud.

iCloud features include:

- *iTunes in the Cloud*—Download your previous iTunes music and TV show purchases to iPod touch for free, anytime.

- *Apps and Books*—Download your previous App Store and iBookstore purchases to iPod touch for free, any time.

- *Photo Stream*—Photos you take on one device appear on all your other devices. See Photo Stream on page 59.

- *Documents in the Cloud*—For iCloud-enabled apps, keep documents and app data up to date across all your devices.

- *Mail, Contacts, Calendars*—Keep your mail contacts, calendars, notes, and reminders up to date across all your devices.

- *Backup*—Back up iPod touch automatically when connected to power and Wi-Fi. See Backing up iPod touch on page 133.

- *Find My iPod*—Locate your iPod touch on a map, display a message, play a sound, lock the screen, or remotely wipe the data. See Find My iPod on page 33.

- *Find My Friends*—Share your location with people who are important to you. Download the free app from the App Store.

- *iTunes Match*—With an iTunes Match subscription, all your music, including music you've imported from CDs or purchased somewhere other than iTunes, appears on all of your devices and can be downloaded and played on demand. See iTunes Match on page 45.
- *iCloud Tabs*—See the webpages you have open on your other iOS devices or computers with OS X Mountain Lion v10.8 or later installed. See Chapter 15, Safari, on page 71.

With iCloud, you get a free mail account and 5 GB of storage for your mail, documents, and backups. Your purchased music, apps, TV shows, and books don't count against your free space.

Sign in or create an iCloud account, and set iCloud options: Go to Settings > iCloud.

Purchase additional iCloud storage: Go to Settings > iCloud > Storage & Backup, then tap Manage Storage. For information about purchasing iCloud storage, go to help.apple.com/icloud.

View and download previous purchase:

- *iTunes Store purchases:* Go to iTunes, tap More, then tap Purchased.
- *App Store purchases:* Go to App Store, tap Updates, then tap Purchased.
- *iBookstore purchases:* Go to iBooks, tap Store, then tap Purchased.

Turn on Automatic Downloads for music, apps, or books: Go to Settings > iTunes & App Stores.

For more information about iCloud, go to www.apple.com/icloud. For support, go to www.apple.com/support/icloud.

Syncing with iTunes

Syncing with iTunes copies information from your computer to iPod touch, and vice versa. You can sync by connecting iPod touch to your computer, or you can set up iTunes to sync wirelessly with Wi-Fi. You can set iTunes to sync photos, videos, podcasts, apps, and more. For information about syncing iPod touch, open iTunes on your computer, then select iTunes Help from the Help menu.

Set up wireless iTunes syncing: In iTunes on the computer, select your iPod touch, click Summary, then turn on "Sync with this iPod over Wi-Fi."

When Wi-Fi syncing is turned on, iPod touch syncs when it's connected to a power source, both iPod touch and your computer are connected to the same wireless network, and iTunes is open on the computer. For more information, see iTunes Wi-Fi Sync on page 122.

Tips for syncing with iTunes
- If you use iCloud to store your contacts, calendars, and bookmarks, don't also sync them to iPod touch using iTunes.
- Purchases you make from the iTunes Store or the App Store on iPod touch are synced back to your iTunes library. You can also purchase or download content and apps from the iTunes Store on your computer, and then sync them to iPod touch.
- In the device's Summary pane, you can set iTunes to automatically sync iPod touch when it's attached to your computer. To temporarily override this setting, hold down Command and Option (Mac) or Shift and Control (PC) until you see iPod touch appear in the iTunes window.
- In the device's Summary pane, select "Encrypt iPod backup" if you want to encrypt the information stored on your computer when iTunes makes a backup. Encrypted backups are indicated by a lock icon 🔒, and a password is required to restore the backup. If you don't select this option, other passwords (such as those for mail accounts) aren't included in the backup and will have to be reentered if you use the backup to restore iPod touch.

- In the device's Info pane, when you sync mail accounts, only the settings are transferred from your computer to iPod touch. Changes you make to a mail account on iPod touch don't affect the account on your computer.

- In the device's Info pane, click Advanced to select options that let you *replace* the information on iPod touch with the information from your computer during the next sync.

- If you listen to part of a podcast or audiobook, your place in the story is included if you sync the content with iTunes. If you started listening to the story on iPod touch, you can pick up where you left off using iTunes on your computer—or vice versa.

- In the device's Photo pane, you can sync photos and videos from a folder on your computer.

Viewing this user guide on iPod touch

You can view the *iPod touch User Guide* on iPod touch in Safari, and in the free iBooks app.

View the user guide in Safari: Tap ⌨, then tap the iPod touch User Guide bookmark.

- *Add an icon for the user guide to the Home screen:* Tap 📤, then tap "Add to Home Screen."

- *View the user guide in a different language:* Tap "Change Language" at the bottom of the screen on the main contents page.

View the user guide in iBooks: If you haven't installed iBooks, open App Store, then search for and install "iBooks." Then you can open iBooks, tap Store, and download the free guide (search for "iPod touch User").

For more information about iBooks, see Chapter 29, iBooks, on page 100.

Basics

3

Using apps

You interact with iPod touch using your fingers to tap, double-tap, drag, swipe, and pinch objects on the touchscreen.

Opening and switching between apps

To go to the Home screen, press the Home button ☐.

Open an app: Tap it.

To return to the Home screen, press the Home button ☐ again.

See another Home screen: Swipe left or right.

Swipe left or right to switch to another Home screen.
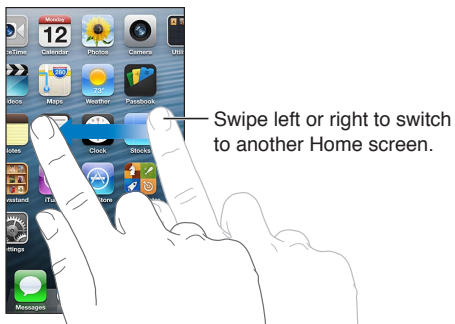
Go to the first Home screen: Press the Home button ☐.

View recently used apps: Double-click the Home button ☐ to reveal the multitasking bar.

Tap an app to use it again. Swipe left to see more apps.

Recently used apps
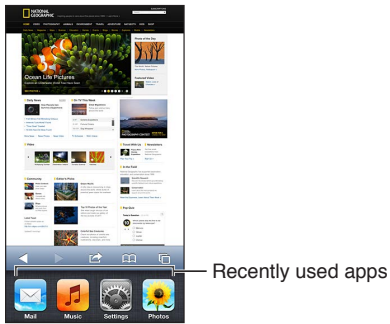
If you have a lot of apps, you might want to use Spotlight to find and open them. See Searching on page 27.

Scrolling

Drag up or down to scroll. On some screens, such as webpages, you can also scroll side to side. Dragging your finger to scroll won't choose or activate anything on the screen.
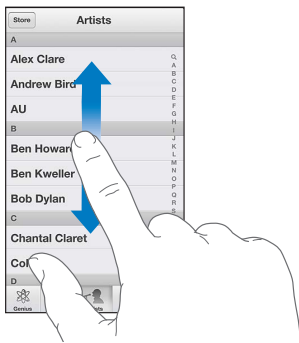
Flick to scroll quickly.
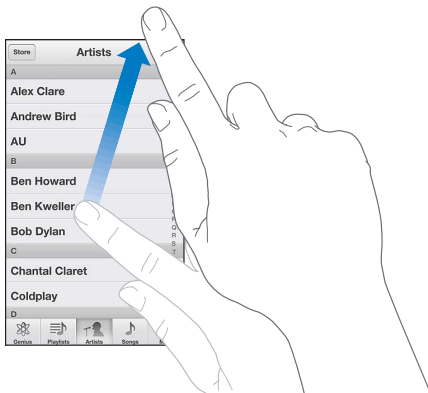
You can wait for the scrolling to come to a stop, or touch anywhere on the screen to stop it immediately.

To quickly go to the top of a page, tap the status bar at the top of the screen.

Lists

Depending on the list, choosing an item can do different things—for example, it may open another list, play a song, open an email, or show someone's contact information.

Choose an item in a list: Tap it.

Some lists have an index along the side to help you navigate quickly.

Drag your finger along the index to scroll quickly. Tap a letter to jump to a section.

Return to a previous list: Tap the back button in the upper-left corner.

Zooming in or out

Depending on the app, you may be able to zoom in to enlarge, or zoom out to reduce the image on the screen. When viewing photos, webpages, mail, or maps, for example, pinch two fingers together to zoom out or spread them apart to zoom in. For photos and webpages, you can also double-tap (tap twice quickly) to zoom in, then double-tap again to zoom out. For maps, double-tap to zoom in and tap once with two fingers to zoom out.

Zoom is also an accessibility feature that lets you magnify the screen with any app you're using, to help you see what's on the display. See Zoom on page 115.

Portrait and landscape orientation

You can view many iPod touch apps in either portrait or landscape orientation. Rotate iPod touch and the display rotates too, adjusting to fit the new orientation.

Lock the screen in portrait orientation: Double-click the Home button ▢, swipe the multitasking bar from left to right, then tap ▣.
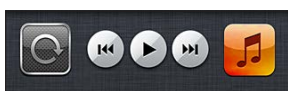
The orientation lock icon 🔄 appears in the status bar when the screen orientation is locked.

Adjusting brightness

You can manually adjust the brightness of the screen. On iPod touch 4th generation, you can turn on Auto-Brightness to have iPod touch use the built-in ambient light sensor to automatically adjust the brightness.

Adjust the screen brightness: Go to Settings > Brightness & Wallpaper, then drag the slider.

Turn Auto-Brightness on or off (iPod touch 4th generation): Go to Settings > Brightness & Wallpaper.

See Brightness & Wallpaper on page 126.

Customizing the Home screen

You can customize the layout of your apps on the Home screen, organize them in folders, and change the wallpaper.

Rearranging apps

Customize your Home screen by rearranging apps, moving apps to the Dock along the bottom of the screen, and creating additional Home screens.

Rearrange apps: Touch and hold any app on the Home screen until it jiggles, then move apps around by dragging them. Press the Home button ☐ to save your arrangement.

Create a new Home screen: While arranging apps, drag an app to the right edge of the rightmost screen, until a new screen appears.

You can create up to 11 Home screens. The dots above the Dock show the number of screens you have, and which screen you're viewing.

Swipe left or right to switch between screens. To go to the first Home screen, press the Home button ☐.

Move an app to another screen: While it's jiggling, drag an app to the side of the screen.

Customize the Home screen using iTunes: Connect iPod touch to your computer. In iTunes on your computer, select iPod touch, then click the Apps button to see the image of the iPod touch Home screen.

Reset the Home screen to its original layout: In Settings, go to General > Reset, then tap Reset Home Screen Layout. Resetting the Home screen removes any folders you've created and applies the default wallpaper to your Home screen. Apps that you've added to iPod touch from the App Store appear after the apps that came with iPod touch.

Organizing with folders

You can use folders to organize the apps on your Home screens. Rearrange folders—just as you do apps—by dragging them around your Home screens or to the Dock.

Create a folder: Touch and hold an app until the Home screen icons begin to jiggle, then drag an app onto another.
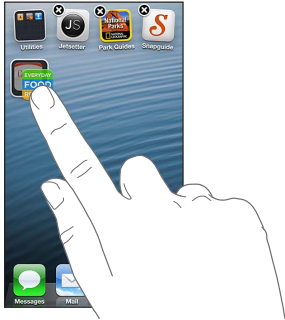
iPod touch creates a new folder that includes the two apps, and names the folder based on the type of apps. To enter a different name, tap the name field.

Open a folder: Tap the folder. To close a folder, tap outside the folder or press the Home button ▢.

Organize with folders: While arranging apps (the icons are jiggling):

- *Add an app to a folder:* Drag the app onto the folder.
- *Remove an app from a folder:* Open the folder if necessary, then drag the app out.
- *Delete a folder:* Move all apps out of the folder. The folder is automatically deleted.
- *Rename a folder:* Tap to open the folder, then tap the name and enter a new one.

When you finish, press the Home button ▢.

Changing the wallpaper

You can customize both the Lock screen and the Home screen by choosing an image or photo to use as wallpaper. Choose one of the supplied images, or a photo from your Camera Roll or another album on iPod touch.

Change the wallpaper: Go to Settings > Brightness & Wallpaper.

Typing

The onscreen keyboard lets you type when you need to enter text.

Entering text

Use the onscreen keyboard to enter text, such as contact information, mail, and web addresses. Depending on the app and the language you're using, the keyboard may correct misspellings, predict what you're typing, and even learn as you use it.

You can also use an Apple Wireless Keyboard to type. See Apple Wireless Keyboard on page 24. To use dictation instead of typing, see Dictation on page 25.

Enter text: Tap a text field to bring up the keyboard, then tap keys on the keyboard.

As you type, each letter appears above your thumb or finger. If you touch the wrong key, you can slide your finger to the correct key. The letter isn't entered until you release your finger from the key.

- *Type uppercase:* Tap the Shift key ⇧ before tapping a letter. Or touch and hold the Shift key, then slide to a letter.
- *Turn on caps lock:* Double-tap the Shift key ⇧. To turn caps lock off, tap the Shift key.
- *Quickly type a period and space:* Double-tap the space bar.
- *Enter numbers, punctuation, or symbols:* Tap the Number key 123. To see additional punctuation and symbols, tap the Symbol key #+=.
- *Enter accented letters or other alternate characters:* Touch and hold a key, then slide to choose one of the options.

To type an alternate character, touch and hold a key, then slide to choose one of the options.

Set options for typing: Go to Settings > General > Keyboard.

Editing text

If you need to edit text, an onscreen magnifying glass lets you position the insertion point where you need it. You can select text, and cut, copy, and paste text. In some apps, you can also cut, copy, and paste photos and videos.

Position the insertion point: Touch and hold to bring up the magnifying glass, then drag to position the insertion point.

Select text: Tap the insertion point to display the selection buttons. Tap Select to select the adjacent word, or tap Select All to select all text. You can also double-tap a word to select it.

Drag the grab points to select more or less text. In read-only documents, such as webpages, touch and hold to select a word.
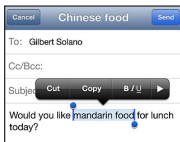
Cut or copy text: Select text, then tap Cut or Copy.

Paste text: Tap the insertion point, then tap Paste to insert the last text that you cut or copied. To replace text, select it before tapping Paste.

Undo the last edit: Shake iPod touch, then tap Undo.

Make text bold, italic, or underlined: Select text, tap ▶, then tap B/I/U (not always available).

Get the definition of a word: Select the word, then tap Define (not always available).

Get alternative words: Select a word, then tap Suggest (not always available).

Auto-correction and spell checking

For many languages, iPod touch uses the active dictionary to correct misspellings or make suggestions as you type. When iPod touch suggests a word, you can accept the suggestion without interrupting your typing. For a list of supported languages, see www.apple.com/ipodtouch/specs.html.

Suggested word

Accept the suggestion: Type a space, punctuation mark, or return character.

Reject a suggestion: Tap the "x" next to the suggestion.

Each time you reject a suggestion for the same word, iPod touch becomes more likely to accept the word.

iPod touch also underlines words you type that might be misspelled.

Replace a misspelled word: Tap the underlined word, then tap the correct spelling. If the word you want doesn't appear, retype it.

Turn auto-correction or spell checking on or off: Go to Settings > General > Keyboard.

Shortcuts and your personal dictionary

Shortcuts lets you type just a few characters in place of a longer word or phrase. The expanded text appears whenever you type the shortcut. For example, the shortcut "omw" is expanded to "On my way!"

Create a shortcut: Go to Settings > General > Keyboard, then tap Add New Shortcut.

Prevent iPod touch from trying to correct a word or phrase: Create a shortcut, but leave the Shortcut field blank.

Edit a shortcut: Go to Settings > General > Keyboard, then tap the shortcut.

Use iCloud to keep your personal dictionary up to date on your other iOS devices: Go to Settings > iCloud and turn on "Documents & Data."

Keyboard layouts

You can use Settings to set the layouts for the onscreen keyboard or for an Apple Wireless Keyboard that you use with iPod touch. The available layouts depend on the keyboard language. See Apple Wireless Keyboard below and Appendix A, International Keyboards, on page 127.

Select keyboard layouts: Go to Settings > General > International > Keyboards, select a language, then choose the layouts.

Apple Wireless Keyboard

You can use an Apple Wireless Keyboard (available separately) for typing on iPod touch. The Apple Wireless Keyboard connects via Bluetooth, so you must first pair it with iPod touch. See Pairing Bluetooth devices on page 31.

Once the keyboard is paired, it connects whenever the keyboard is within range of iPod touch—up to about 33 feet (10 meters). When a wireless keyboard is connected, the onscreen keyboard doesn't appear when you tap a text field. To save your batteries, turn off Bluetooth and the keyboard when not in use.

Turn off a wireless keyboard: Hold down the On/off switch on the keyboard until the green light goes off.

iPod touch disconnects the keyboard when the keyboard is turned off or out of range.

Switch the language when using a wireless keyboard: Press Command–Space bar to display a list of available languages. Press the Space bar again while holding down the Command key to choose a different language.

Unpair a wireless keyboard: Go to Settings > Bluetooth, tap ⊙ next to the keyboard name, then tap "Forget this Device."

Dictation

On iPod touch 5th generation, you can dictate text instead of typing. To use dictation, Siri must be turned on and iPod touch must be connected to the Internet. You can include punctuation and give commands to format your text.

Note: Dictation may not be available in all languages or in all areas, and features may vary.

Turn on dictation: Go to Settings > General > Siri, then turn on Siri.

Dictate text: From the onscreen keyboard, tap 🎤, then speak. When you finish, tap Done.

These appear while Siri composes the text from your dictation.

Tap to begin dictation.
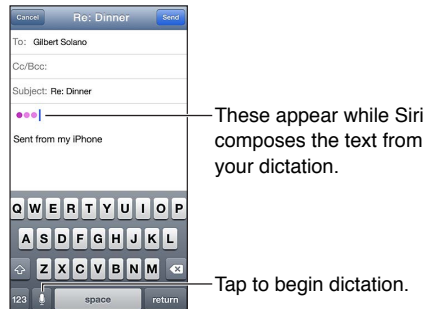
To add text, tap 🎤 again and continuing dictating. To insert text, tap to place the insertion point first. You can also replace selected text by dictating.

Add punctuation or format text: Say the punctuation or formatting command.

For example, "Dear Mary comma the check is in the mail exclamation mark" results in "Dear Mary, the check is in the mail!"

Punctuation and formatting commands include:

• quote … end quote
• new paragraph
• cap—to capitalize the next word
• caps on … caps off—to capitalize the first character of each word
• all caps—to make the next word all uppercase
• all caps on … all caps off—to make the enclosed words all uppercase
• no caps on … no caps off—to make the enclosed words all lowercase
• no space on … no space off—to run a series of words together
• smiley—to insert :-)
• frowny—to insert :-(
• winky—to insert ;-)

Voice Control

Voice Control lets you control music playback using voice commands. On iPod touch 5th generation, you can also use Siri to control iPod touch by voice. See Chapter 4, Siri, on page 35.

Note: Voice Control may not be available in all languages. Voice Control and Voice Control settings are not available when Siri is turned on.

Use Voice Control: Press and hold the Home button ☐ until the Voice Control screen appears and you hear a beep.

For best results:

- Speak clearly and naturally.
- Pause slightly between commands.
- Say only iPod touch commands and names.

For a list of available commands, see Siri and Voice Control on page 45.

Voice Control normally expects you to speak voice commands in the language that's set for iPod touch (in Settings > General > International > Language). Voice Control settings let you change the language for speaking voice commands. Some languages are available in different dialects or accents.

Change the language or country: Go to Settings > General > International > Voice Control, then tap the language or country.

For more about using Voice Control, including information about using Voice Control in different languages, go to support.apple.com/kb/HT3597.

Searching

You can search many of the apps on iPod touch, as well as Wikipedia and the web. Search an individual app, or search all the apps at once using Spotlight. Spotlight also searches the names of apps on iPod touch—if you have a lot of apps, you might want to use Spotlight to locate and open them.
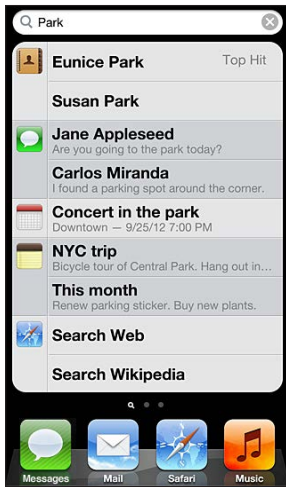
Search an individual app: Enter text in the search field.

Search iPod touch using Spotlight: Swipe right from the first Home screen, or press the Home button ⬜ from any Home screen. Enter text in the search field.

Search results appear as you type. To dismiss the keyboard and see more results, tap Search. Tap an item in the list to open it. The icons let you know which apps the results are from.

iPod touch may display a top hit for you, based on previous searches.

Spotlight searches the following:

- Contacts—All content
- Apps—Titles
- Music—Names of songs, artists, and albums, and the titles of podcasts and videos
- Podcasts—Titles
- Videos—Titles
- Audiobooks—Titles
- Notes—Text of notes
- Calendar (Events)—Event titles, invitees, locations, and notes
- Mail—To, From, and Subject fields of all accounts (the text of messages isn't searched)
- Reminders—Titles
- Messages—Names and text of messages

Search the web or Wikipedia from Spotlight: Scroll to the bottom of the search results, then tap Search Web or Search Wikipedia.

Open an app from Search: Enter all or part of the app name, then tap the app.

Choose which items are searched, and the order they're searched: Go to Settings > General > Spotlight Search.

Notifications

To help make sure you don't miss important events, many iPod touch apps can provide alerts. An alert can appear briefly as a banner at the top of the screen, which goes away if you don't respond to it, or as a notice in the center of the screen that remains until you acknowledge it. Some apps can also display badges on their icons on the Home screen, to let you know how many new items await—for example, how many new email messages you have. If there's a problem—such as a message that couldn't be sent—an exclamation mark 🔴 appears on the badge. A numbered badge on a folder shows the total number of alerts for all the apps in the folder.

Alerts can also appear on the Lock screen.

Respond to an alert when iPod touch is locked: Swipe the alert from left to right.

Notification Center displays all your alerts in one place. So if you weren't able to respond when you first received an alert, you can respond to them in Notification Center when you're ready. Alerts can include:

- Missed FaceTime calls
- New email
- New text messages
- Reminders
- Calendar events
- Friend requests (Game Center)

You can also get the local weather, and display your personal stock ticker. If you're signed in to your Twitter or Facebook account, you can post or tweet to your account from Notification Center.

View Notification Center: Swipe down from the top of the screen. Scroll the list to see additional alerts.

- *Respond to an alert:* Tap it.
- *Remove an alert:* Tap ⊗, then tap Clear.

Manage alerts for your apps: Go to Settings > Notifications. See Do Not Disturb and Notifications on page 120.

Choose alert sounds, adjust the alert volume, or turn vibrate on or off: Go to Settings > Sounds.

Sharing

iPod touch gives you lots of ways to share with other people.

Sharing within apps

In many apps, tapping ![icon] displays options for sharing, as well as other actions such as printing or copying. The options vary depending on the app you're using.

Facebook

Sign in to your Facebook account (or create a new account) in Settings to enable posting directly from many of the apps on iPod touch.

Sign in to or create a Facebook account: Go to Settings > Facebook.

Post from Notification Center: Tap "Tap to Post."

Post using Siri: Say "Post to Facebook …."

Post an item from an app: In most apps, tap ![icon]. In Maps, tap ![icon], tap Share Location, then tap Facebook.

Set options for Facebook: Go to Settings > Facebook to:

- Update Contacts on iPod touch with Facebook names and photos
- Allow apps (such as Calendar and Contacts) to use your account

Install the Facebook app: Go to Settings > Facebook, then tap Install.

Twitter

Sign in to your Twitter account (or create a new account) in Settings to enable Tweets with attachments from many of the apps on iPod touch.

Sign in to or create a Twitter account: Go to Settings > Twitter.

Tweet from Notification Center: Tap "Tap to Tweet."

Tweet using Siri: Say "Tweet …."

Tweet an item from an app: View the item, tap ![icon], then tap Twitter. If ![icon] isn't showing, tap the screen. To include your location, tap Add Location.

When you're composing a Tweet, the number in the lower-right corner of the Tweet screen shows the number of characters remaining that you can enter. Attachments use some of a Tweet's 140 characters.

Add Twitter user names and photos to your contacts: Go to Settings > Twitter, then tap Update Contacts.

Set options for Twitter: Go to Settings > Twitter.

Install the Twitter app: Go to Settings > Twitter, then tap Install.

To learn how to use the Twitter app, open the app, tap Me, then tap Help.

Connecting iPod touch to a TV or other device

You can use AirPlay with Apple TV to stream content to an HDTV, or connect iPod touch to your TV using cables.

AirPlay

With AirPlay, you can stream music, photos, and video wirelessly to Apple TV and other AirPlay-enabled devices. Or mirror the contents of your iPod touch screen on a TV. AirPlay controls appear when an AirPlay-enabled device is available on the same Wi-Fi network as your iPod touch.

Stream content to an AirPlay-enabled device: Tap 􀌎, then choose the device.

Access the AirPlay and volume controls while using any app: When the screen is on, double-click the Home button 􀂱 and scroll to the left end of the multitasking bar.

Switch playback back to iPod touch: Tap 􀌎, then choose iPod touch.

Mirror the iPod touch screen on a TV (iPod touch 5th generation): Tap 􀌎 at the left end of the multitasking bar, choose an Apple TV, then tap Mirroring. A blue bar appears at the top of the iPod touch screen when AirPlay mirroring is turned on. Everything on the iPod touch screen appears on the TV.

Connecting iPod touch to a TV using a cable

Apple cables and adapters (available separately) may be used to connect iPod touch to a TV, projector, or other external display. For more information, go to support.apple.com/kb/HT4108.

Printing with AirPrint

AirPrint lets you print wirelessly to AirPrint-enabled printers from the following iOS apps:

- Mail—email messages and attachments that can be viewed in Quick Look
- Photos and Camera—photos
- Safari—webpages, PDFs, and other attachments that can be viewed in Quick Look
- iBooks—PDFs
- Maps—the portion of the map showing on the screen
- Notes—the currently displayed note

Other apps available from the App Store may also support AirPrint.

iPod touch and the printer must be on the same Wi-Fi network. For more information about AirPrint, go to support.apple.com/kb/HT4356.

Print a document: Tap ← or ➦ (depending on the app you're using), then tap Print.

See the status of a print job: Double-click the Home button ⬭, then tap Print Center in the multitasking bar. The badge on the icon shows how many documents are ready to print, including the current one.

Cancel a print job: In Print Center, select the print job, if necessary, then tap Cancel Printing.

Bluetooth devices

You can use iPod touch with the Apple Wireless Keyboard and other Bluetooth devices, such as Bluetooth stereo headphones. For supported Bluetooth profiles, go to support.apple.com/kb/HT3647.

Pairing Bluetooth devices

WARNING: For important information about avoiding hearing loss and avoiding distraction while driving, see Important safety information on page 129.

Before you can use a Bluetooth device with iPod touch, you must first pair them.

Pair a Bluetooth device with iPod touch:

1 Make the device discoverable.

See the documentation that came with the device. For an Apple Wireless Keyboard, press the On/off switch.

2 Go to Settings > Bluetooth and turn Bluetooth on.

3 Select the device and, if prompted, enter the passkey or PIN.

See the documentation that came with your Bluetooth device. For information about using an Apple Wireless Keyboard, see Apple Wireless Keyboard on page 24.

Return audio output to iPod touch when a Bluetooth headset is connected: Turn off or unpair the device, or turn off Bluetooth in Settings > Bluetooth. Audio output returns to iPod touch whenever the device is out of range. You can also use AirPlay ⏏ to switch audio output to iPod touch. See AirPlay on page 30.

Note: The use of certain accessories with iPod touch may affect wireless performance.

Unpair a Bluetooth device: Go to Settings > Bluetooth and turn on Bluetooth. Tap ⊘ next to the device name, then tap "Forget this Device."

Bluetooth status

After you pair a device with iPod touch, the Bluetooth icon appears in the status bar at the top of the screen:

- ✴ *or* ✴: Bluetooth is on and paired with a device. (The color depends on the current color of the status bar.)

- ✴: Bluetooth is on and paired with a device, but the device is out or range or turned off.

- *No Bluetooth icon:* Bluetooth is not paired with a device.

File sharing

You can use iTunes to transfer files between iPod touch and your computer. You can also view files received as email attachments on iPod touch. See Reading mail on page 64. If you have the same apps that work with iCloud on more than one device, you can use iCloud to automatically keep your documents up to date across all your devices. See iCloud on page 14.

Transfer files using iTunes: Connect iPod touch to your computer using the included cable. In iTunes on your computer, select iPod touch, then click the Apps button. Use the File Sharing section to transfer documents between iPod touch and your computer. Apps that support file sharing appear in the File Sharing Apps list in iTunes. To delete a file, select the file in the Files list, then press the Delete key.

Security features

Security features help protect the information on iPod touch from being accessed by others.

Passcodes and data protection

For security, you can set a passcode that you must enter each time you turn on or wake up iPod touch, or when you access the passcode lock settings.

Setting a passcode turns on data protection. Data protection uses your passcode as the key for encrypting mail messages and their attachments stored on iPod touch. (Some apps available from the App Store may also use data protection.) A notice at the bottom of the Passcode Lock screen in Settings shows whether data protection is enabled.

Set a passcode: Go to Settings > General > Passcode Lock, then tap Turn Passcode On and enter a 4-digit passcode.

Use a more secure passcode: To increase security, turn off Simple Passcode and use a longer passcode with a combination of numbers, letters, punctuation, and special characters.

To unlock iPod touch when it's protected by a combination passcode, you enter the passcode using the keyboard. If you prefer to unlock iPod touch using the numeric keypad, you can set up a longer passcode using numbers only.

See Passcode Lock on page 123.

Find My iPod

Find My iPod can help you locate and secure your iPod touch using the free Find My iPhone app on another iPhone, iPad, or iPod touch, or using a Mac or PC web browser signed in to www.icloud.com.

Find My iPod includes:

- *Play Sound:* Play a sound for two minutes.
- *Lost Mode:* You can immediately lock your missing iPod touch with a passcode and send it a message displaying a contact number. iPod touch also tracks and reports its location, so you can see where it's been when you check the Find My iPhone app.
- *Erase iPod touch:* Protects your privacy by erasing all the information and media on your iPod touch and restoring iPod touch to its original factory settings.

Important: To use these features, Find My iPod must have been turned on in iCloud settings on your iPod touch before it was lost, and iPod touch must be connected to the Internet.

Turn on Find My iPod: Go to Settings > iCloud, then turn on Find My iPod.

Battery

iPod touch has an internal, lithium-ion rechargeable battery. For more information about the battery—including tips for maximizing battery life—go to www.apple.com/batteries.

> *WARNING:* For important safety information about the battery and charging iPod touch, see Appendix B, Safety, Handling, & Support, on page 129.

Charge the battery and sync iPod touch using a computer: Connect iPod touch to your computer using the included cable.

Unless your keyboard has a high-power USB 2.0 or 3.0 port, you must connect iPod touch to a USB 2.0 or 3.0 port on your computer.

Important: The iPod touch battery may drain instead of charge if iPod touch is connected to a computer that's turned off or is in sleep or standby mode.

If you charge the battery while syncing or using iPod touch, it may take longer to charge.

Charge the battery using a power adapter: Connect iPod touch to a power outlet using the included cable and a USB power adapter (available separately).
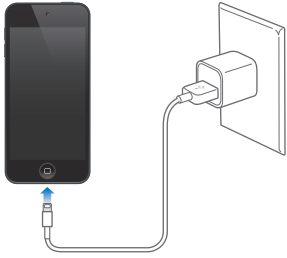
Note: Connecting iPod touch to a power outlet can initiate iCloud backup or wireless iTunes syncing. See Backing up iPod touch on page 133 and Syncing with iTunes on page 15.

The battery icon in the upper-right corner shows the battery level or charging status.

Charging   Charged

Important: If iPod touch is very low on power, it may display one of the following images, indicating that iPod touch needs to charge for up to ten minutes before you can use it. If iPod touch is extremely low on power, the display may be blank for up to two minutes before one of the low-battery images appears.

or
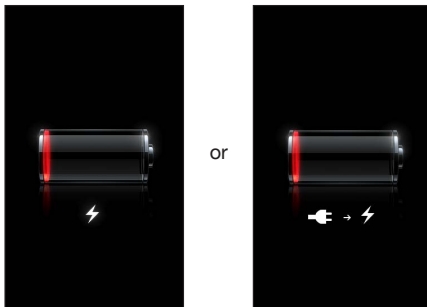
Rechargeable batteries have a limited number of charge cycles and may eventually need to be replaced.

Replace the battery: The iPod touch battery isn't user replaceable; it can be replaced only by an authorized service provider. See www.apple.com/batteries/replacements.html.

Siri

4

What is Siri?

Siri is the intelligent personal assistant that helps you get things done just by talking. Siri understands natural speech, so you don't have to learn specific commands or remember keywords. You can ask things in different ways. For example, you can say "Set the alarm for 6:30 a.m." or "Wake me at 6:30 in the morning." Either way, Siri gets it.

WARNING: For important information about avoiding distraction while driving, see Important safety information on page 129.

Siri lets you write and send a message, schedule a meeting, place a FaceTime call, get directions, set a reminder, search the web, and much more—simply by talking naturally. Siri asks a question if it needs clarification or more information. Siri also uses information from your contacts, music library, calendars, reminders, and so forth to understand what you're talking about.

Siri works seamlessly with most of the built-in apps on iPod touch, and uses Search and Location Services when needed. You can also ask Siri to open an app for you.

There's so much you can say to Siri—here are some more examples, for starters:

- FaceTime Joe
- Set the timer for 30 minutes
- Directions to the nearest Apple Store
- Is it going to rain tomorrow?
- Open Passbook
- Post to Facebook
- Tweet

Note: Siri is available on iPod touch 5th generation, and requires Internet access. Siri may not be available in all languages or in all areas, and features may vary by area.

Using Siri

Starting Siri

Siri comes to life with the press of a button.

Start Siri: Press the Home button ⬜ until Siri appears. If you didn't turn Siri on when you set up iPod touch, go to Settings > General > Siri.

You'll hear two quick beeps and see "What can I help you with?" on the screen.

Just start speaking. The microphone icon lights up to let you know that Siri hears you talking. Once you've started a dialogue with Siri, tap the microphone icon to talk to it again.

Siri waits for you to stop speaking, but you can also tap the microphone icon to tell Siri you're done. This is useful when there's a lot of background noise. It can also speed up your conversation with Siri, since Siri won't have to wait for your pause.

When you stop speaking, Siri displays what it heard and provides a response. Siri often includes related info that might be useful. If the info is related to an app—for example, a text message you've composed, or a location you asked for—just tap the display to open the app for details and further action.

What Siri heard you say

Siri's response

Related info—tap to open the app.

Tap to speak to Siri.
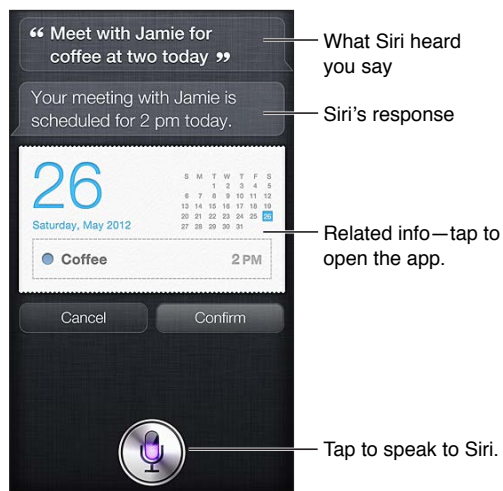
Siri may ask you for clarification in order to complete a request. For example, tell Siri to "Remind me to FaceTime mom," and Siri may ask "What time would you like me to remind you?"

Cancel a request: Say "cancel," tap 🎤, or press the Home button ⬜.

Telling Siri about yourself

The more Siri knows about you, the more it can use your information to help you. Siri gets your information from your personal info card ("My Info") in Contacts.

Tell Siri who you are: Go to Settings > General > Siri > My Info, then tap your name.

Put your home and work addresses on your card, so you can say things like "Tell me how to get home."

Siri also wants to know about the important people in your life, so put those relationships on your personal info card—Siri can help you. For example, if you tell Siri to text your sister, Siri asks you who your sister is (if you don't already have that info on your card). Siri adds that relationship to your personal info card so it doesn't have to ask next time.

Create cards in Contacts for all your important relationships, and include information such as phone numbers, email addresses, home and work addresses, and nicknames you like to use.

Onscreen guide

Siri prompts you with examples of things you can say, right on screen. Ask Siri "what can you do" or tap ❷ when Siri first appears. Siri displays a list of the apps it supports, with an example request. Tap an item in the list to see more examples.

Handsfree Siri

You can use Siri with a compatible headset, such as the Apple EarPods with Remote and Mic (available separately), and other wired or Bluetooth headsets.

Talk to Siri using a headset: Press and hold the center button (or the call button on a Bluetooth headset).

To continue a conversation with Siri, press and hold the button each time you want to talk.

When you use a headset, Siri speaks its responses to you. Siri reads back text messages and email messages that you've dictated before sending them. This gives you a chance to change the message if you want. Siri also reads back the subjects of reminders before creating them.

Location Services

Siri uses Location Services to know about such things as your local weather, and restaurants and other businesses near you.

Location information isn't tracked or stored outside iPod touch. You can still use Siri if you turn Location Services off, but Siri won't do anything that requires location information.

Turn off Location Services for Siri: Go to Settings > Privacy > Location Services.

Accessibility

Siri is accessible to blind and visually impaired users through VoiceOver, the screen reader built into iOS. VoiceOver describes aloud what's onscreen—including any text in Siri's responses—so you can use iPod touch without seeing it.

Turn on VoiceOver: Go to Settings > General > Accessibility.

Turning on VoiceOver causes even your notifications to be read aloud for you. For more information, see VoiceOver on page 106.

Setting options for Siri

Turn Siri on or off: Go to Settings > General > Siri.

Note: Turning Siri off resets Siri, and Siri forgets what it's learned about your voice.

Set options for Siri: Go to Settings > General > Siri.

- *Language:* Select the language you want to use with Siri.
- *Voice Feedback:* By default, Siri speaks its responses only when you use Siri with a headset. If you want Siri to always speak its responses, set this option to Always.
- *My Info:* Let Siri know which card in Contacts contains your personal info. See Telling Siri about yourself on page 36.

Allow or prevent access to Siri when iPod touch is locked with a passcode: Go to Settings > General > Passcode Lock.

You can also disable Siri by turning on restrictions. See Restrictions on page 123.

Restaurants

Siri works with Yelp, OpenTable, and others to provide information about restaurants and help you make reservations. Ask to find restaurants by cuisine, price, location, outdoor seating, or a combination of options. Siri can show you available photos, Yelp stars, price range, and reviews. Get more information by using the Yelp and OpenTable apps—iPod touch prompts you to download them if you don't already have them installed.

See detailed info about a restaurant: Tap a restaurant that Siri suggests.

See Yelp reviews.

Make a reservation through OpenTable.

Visit the website.

Find the location in Maps.
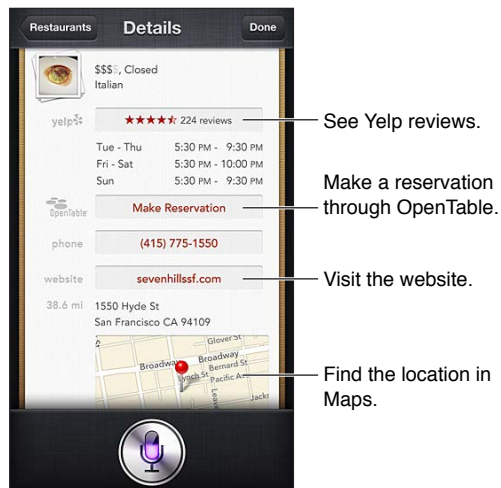
Movies

Ask Siri about what movies are playing, or where you can see a specific movie. Find out when a film premiered, who directed it, and what awards it won. Siri gives theater locations, show times, and Rotten Tomato reviews.

Siri works with Fandango to help you purchase tickets (for theaters that support it). Ask about showtimes for a movie, or tell Siri you want to buy tickets. When you tap Buy Tickets, Fandango opens if it's installed, or you'll be prompted to install the app from the App Store.

See detailed info about a movie: Tap a movie that Siri suggests.

Watch the trailer.

Read Rotten Tomato reviews.

Get theaters and showtimes.
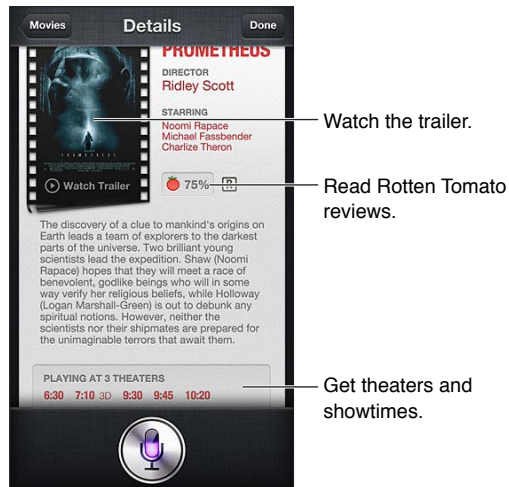
Sports

Siri knows a lot about sports—including baseball, basketball, football, soccer, and hockey. Ask Siri for game schedules, scores from the current season's games, or up-to-the minute scores from live games. Tell Siri to show you player stats and compare them against other players' stats. Siri tracks team records, too. Here are some things you might ask:

- What was the score of the last Giants game?
- What are the National League standings?
- When is the Chicago Cubs first game of the season?

Dictation

When Siri is turned on, you can also dictate text. See Dictation on page 25.

Although you can compose email, text messages, and other text by talking directly with Siri, you might prefer dictation. Dictation lets you edit a message instead of replacing the entire text. Dictation also gives you more time to think while composing.

Siri understands a pause to mean you finished talking for the moment, and takes that opportunity to respond. While this lets you have a natural conversation with Siri, Siri might interrupt you before you're really done if you pause too long. With dictation, you can pause as much as you like, and resume talking when you're ready.

You can also start composing text using Siri, then continue using dictation. For example, you can create an email with Siri, then tap the draft to open the message in Mail. In Mail, you can complete or edit the message and make other changes, such as adding or removing recipients, revising the subject, or changing the account you're sending the email from.

Correcting Siri

If Siri is having trouble

Siri may sometimes have trouble understanding you—in a noisy environment, for example. If you speak with an accent, it can take Siri some time to get used to your voice. If Siri doesn't hear you exactly right, you can make corrections.

Siri shows what it heard you say, along with its response.

Correct what Siri hears you say: Tap the bubble showing what Siri heard you say. Edit your request by typing, or tap 🎤 on the keyboard to dictate.

For information about using dictation, see Dictation on page 39.

If some of the text is underlined in blue, tap it and Siri suggests some alternatives. Tap one of the suggestions, or replace the text by typing or dictating.

Correct Siri by voice: Tap 🎤, then restate or clarify your request. For example, "I meant Boston."

When correcting Siri, don't say what you *don't* want—just tell Siri what you *do* want.

Correct a mail or text message: If Siri asks if you want to send the message, say something like:

• Change it to: FaceTime me tomorrow.

• Add: See you there question mark.

• No, send it to Bob.

• No. (to keep the message without sending it)

• Cancel.

To have Siri read the message to you, say "Read it back to me" or "Read me the message." If it's correct, say something like "Yes, send it."

Noisy environments

In a noisy environment, hold iPod touch close to your mouth, but don't talk directly into the bottom edge. Continue to speak clearly and naturally. Tap 🎤 when you finish speaking.

Network connection

Siri might tell you it's having trouble connecting to the network. Because Siri relies on Apple servers for voice recognition and other services, you need to have a good Wi-Fi connection to the Internet.

Music

5

Getting music

Get music and other audio content onto iPod touch:

- *Purchase and download from the iTunes Store:* In Music, tap Store. See Chapter 25, iTunes Store, on page 91.
- *Automatically download music purchased on your other iOS devices and computers:* See iCloud on page 14.
- *Sync content with iTunes on your computer:* See Syncing with iTunes on page 15.
- *Use iTunes Match to store your music library in iCloud:* See iTunes Match on page 45.

Playing music

WARNING: For important information about avoiding hearing loss, see Important safety information on page 129.

You can listen to audio from the internal speaker, headphones attached to the headphones port, or wireless Bluetooth stereo headphones paired with iPod touch. When headphones are connected, no sound comes from the speaker.

Open iTunes Store.

Tap to listen.

See additional browse buttons.

Choose how to browse.
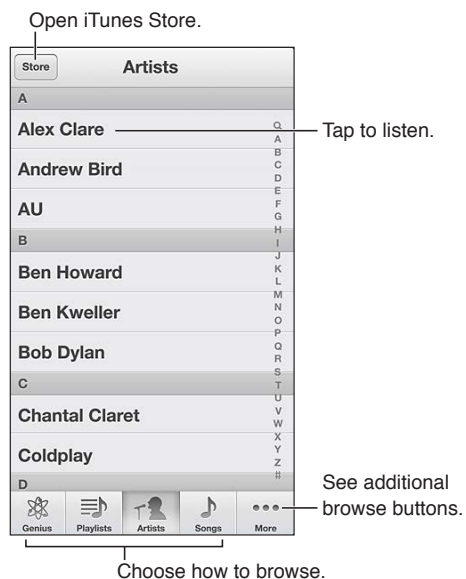
Play a track: Browse by playlist, artist, song, or other category, then tap the track.

- *See additional browse buttons:* Tap More.
- *Change which browse buttons appear at the bottom:* Tap More, tap Edit, then drag an icon over the button you want to replace.

The Now Playing screen shows you what's playing, and provides playback controls.

Back
Track list
Play/Pause
Next/Fast-forward
AirPlay
Previous/
Rewind
Volume
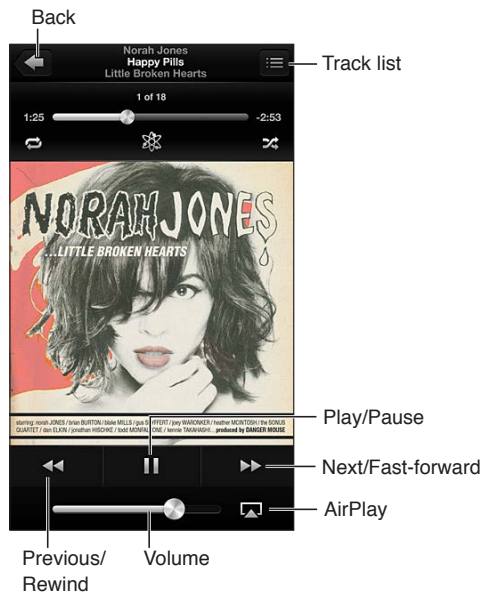
Lyrics appear on the Now Playing screen if you've added them to the song using the song's Info window in iTunes and you've synced music using iTunes. (Lyrics aren't supported by iTunes Match.)

Display additional controls (iPod touch 4th generation): Tap the album artwork on the Now Playing screen to display the scrubber bar and playhead, and the Repeat, Genius, and Shuffle buttons.

Skip to any point in a song: Drag the playhead along the scrubber bar. Slide your finger down to slow down the scrub rate.

Shake to shuffle: Shake iPod touch to turn on shuffle, and to change songs. To turn Shake to Shuffle on or off, go to Settings > Music.

See all tracks on the album containing the current song: Tap ▤. To play a track, tap it.

Tap a star to rate this song for creating smart playlists in iTunes.

Return to the Now Playing screen.

Album tracks
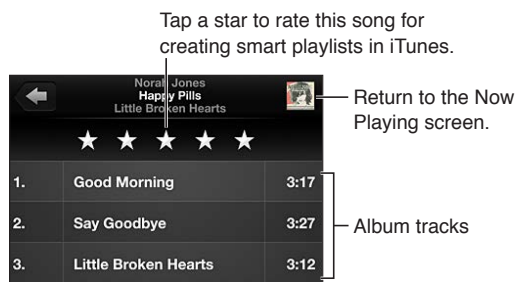
Search music (titles, artists, albums, and composers): While browsing, tap the status bar to reveal the search field at the top of the screen, then enter your search text. You can also search audio content from the Home screen. See Searching on page 27.

Display audio controls while in another app: Double-click the Home button ◻, then swipe the multitasking bar to the right. Swipe right again to display a volume control and the AirPlay button ▱ (when in range of an Apple TV or AirPlay speakers).

Current audio
app—tap to open it.

Only Love

Currently playing song.

Display audio controls while the screen is locked: Double-click the Home button ◻.

Play music on AirPlay speakers or Apple TV: Tap ▱. See AirPlay on page 30.

Cover Flow

When you rotate iPod touch, your music content appears in Cover Flow.
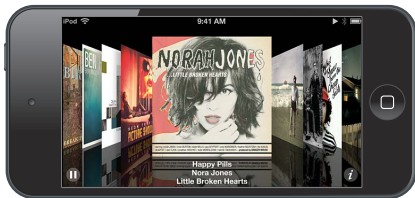
Browse albums in Cover Flow: Drag left or right.

- *See the tracks on an album:* Tap the album artwork or ⓘ. Drag up or down to scroll; tap a track to play it.

- *Return to the artwork:* Tap the title bar, or tap ⓘ again.

Podcasts and audiobooks

On iPod touch 5th generation, podcast and audiobook controls and info appear on the Now Playing screen when you begin playback.

Note: The Podcasts app is available for free in the App Store. See Chapter 30, Podcasts, on page 104. If you install the Podcasts app, podcast content and controls are removed from Music.

Show or hide the controls (iPod touch 4th generation): Tap the center of the screen.

Email   Repeat last 15 seconds.

Skip 15 seconds.

NPR: Planet Money Podcast
The Pain of Not Spending

1 of 3

0:04   -36:43

Playback speed

Playhead   Scrubber bar
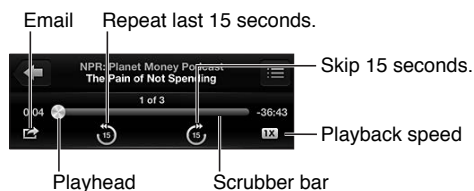
Get more podcast episodes: Tap Podcasts (tap More first, if Podcasts isn't visible), then tap a podcast to see available episodes. To download more episodes, tap Get More Episodes.

Hide lyrics and podcast info: Go to Settings > Music, then turn off Lyrics & Podcasts Info.

Playlists

Create a playlist: View Playlists, tap Add Playlist near the top of the list, then enter a title. Tap ⊕ to add songs and videos, then tap Done.

Edit a playlist: Select the playlist to edit, then tap Edit.

- *Add more songs:* Tap ➕.
- *Delete a song:* Tap ⛔. Deleting a song from a playlist doesn't delete it from iPod touch.
- *Change the song order:* Drag ☰.

New and changed playlists are copied to your iTunes library the next time you sync iPod touch with your computer, or via iCloud if you've subscribed to iTunes Match.

Clear or delete a playlist: Select the playlist, then tap Clear or Delete.

Delete a song from iPod touch: In Songs, swipe the song, then tap Delete.

The song is deleted from iPod touch, but not from your iTunes library on your Mac or PC, or from iCloud.

Genius

A Genius playlist is a collection of songs from your library that go together. Genius is a free service, but it requires an Apple ID.

A Genius Mix is a selection of songs of the same kind of music, recreated from your library each time you listen to the mix.

Use Genius on iPod touch: Turn on Genius in iTunes on your computer, then sync iPod touch with iTunes. Genius Mixes are synced automatically, unless you manually manage your music. You can also sync Genius playlists.

Browse and play Genius Mixes: Tap Genius (tap More first, if Genius isn't visible). Swipe left or right to access other mixes. To play a mix, tap ▶.

Make a Genius playlist: View Playlists, then tap Genius Playlist and choose a song. Or, from the Now Playing screen, tap the screen to display the controls, then tap ✻.

- *Replace the playlist using a different song:* Tap New and pick a song.
- *Refresh the playlist:* Tap Refresh.
- *Save the playlist:* Tap Save. The playlist is saved with the title of the song you picked and marked by ✻.

Edit a saved Genius playlist: Tap the playlist, then tap Edit.

- *Delete a song:* Tap ⛔.
- *Change the song order:* Drag ☰.

Delete a saved Genius playlist: Tap the Genius playlist, then tap Delete.

Genius playlists created on iPod touch are copied to your computer when you sync with iTunes.

Note: Once a Genius playlist is synced to iTunes, you can't delete it directly from iPod touch. Use iTunes to edit the playlist name, stop syncing, or delete the playlist.

Siri and Voice Control

You can use Siri (iPod touch 5th generation) or Voice Control to control music playback on iPod touch. See Chapter 4, Siri, on page 35 and Voice Control on page 26.

Use Siri or Voice Control: Press and hold the Home button ⬜.

- *Play or pause music:* Say "play" or "play music." To pause, say "pause," "pause music," or "stop." You can also say "next song" or "previous song."
- *Play an album, artist, or playlist:* Say "play," then say "album," "artist," or "playlist" and the name.
- *Shuffle the current playlist:* Say "shuffle."
- *Find out more about the current song:* Say "what's playing," "who sings this song," or "who is this song by."
- *Use Genius to play similar songs:* Say "Genius" or "play more songs like this."

iTunes Match

iTunes Match stores your music library in iCloud—including songs imported from CDs—and lets you play your collection on iPod touch and your other iOS devices and computers. iTunes Match is offered as a paid subscription. To find out where it's available, see support.apple.com/kb/HT5085.

Subscribe to iTunes Match: In iTunes on your computer, choose Store > Turn On iTunes Match, then click the Subscribe button.

Once you subscribe, iTunes adds your music, playlists, and Genius Mixes to iCloud. Your songs that match music already in the iTunes Store are automatically available in iCloud. Other songs are uploaded. You can download and play matched songs at up to iTunes Plus quality (256 kbps DRM-free AAC), even if your original was of lower quality. For more information, see www.apple.com/icloud/features.

Turn on iTunes Match: Go to Settings > Music.

Turning on iTunes Match removes synced music from iPod touch, and disables Genius Mixes and Genius Playlists.

Songs are downloaded to iPod touch when you play them. You can also download songs and albums manually.

Download a song or album to iPod touch: While browsing, tap ☁.

Note: When iTunes Match is on, downloaded music is automatically removed from iPod touch when space is needed, starting with the oldest and least played songs. iCloud icons (☁) reappear for removed songs and albums, showing that the songs and albums are still available through iCloud, but not stored locally on iPod touch.

Manually remove a song or album: Swipe sideways across the song or album, then tap Delete.

Show only music that's been downloaded from iCloud: Go to Settings > Music, then turn off Show All Music (available only when iTunes Match is turned on).

Manage your devices using iTunes Match or Automatic Downloads: In iTunes on your computer, go to Store > View My Apple ID. Sign in, then click Manage Devices in the "iTunes in the Cloud" section.

Home Sharing

Home Sharing lets you play music, movies, and TV shows from the iTunes library on your Mac or PC. iPod touch and your computer must be on the same Wi-Fi network.

Note: Home Sharing requires iTunes 10.2 or later, available at www.itunes.com/download. Bonus content, such as digital booklets and iTunes Extras, can't be shared.

Play music from your iTunes library on iPod touch:

1 In iTunes on your computer, choose File > Home Sharing > Turn On Home Sharing. Log in, then click Create Home Share.

2 On iPod touch, go to Settings > Music, then log in to Home Sharing using the same Apple ID and password.

3 In Music, tap More, then tap Shared and choose your computer's library.

Return to content on iPod touch: Tap Shared and choose My iPod touch.

Music settings

Go to Settings > Music to set options for Music, including:

* Shake to Shuffle

* Sound Check (to normalize the volume level of your audio content)

* Equalization (EQ)

   Note: EQ affects all sound output, including the headset jack and AirPlay. EQ settings generally apply only to music played from the Music app.

   The Late Night setting applies to all audio output—video as well as music. Late Night compresses the dynamic range of the audio output, reducing the volume of loud passages and increasing the volume of quiet passages. You might want to use this setting when listening to music on an airplane or in some other noisy environment, for example.

* Lyrics and podcast info

* Grouping by album artist

* iTunes Match

* Home Sharing

Set the volume limit: Go to Settings > Music > Volume Limit, then adjust the volume slider.

Note: In European Union countries, you can limit the maximum headset volume to the European Union recommended level. Go to Settings > Music > Volume Limit, then turn on EU Volume Limit.

Restrict changes to the volume limit: Go to Settings > General > Restrictions > Volume Limit, then tap Don't Allow Changes.

Videos

6

Use the Videos app to watch movies, TV shows, and music videos. To watch video podcasts, install the free Podcasts app from the App Store. See Chapter 30, Podcasts, on page 104. To watch videos you record using Camera on iPod touch, open the Photos app.
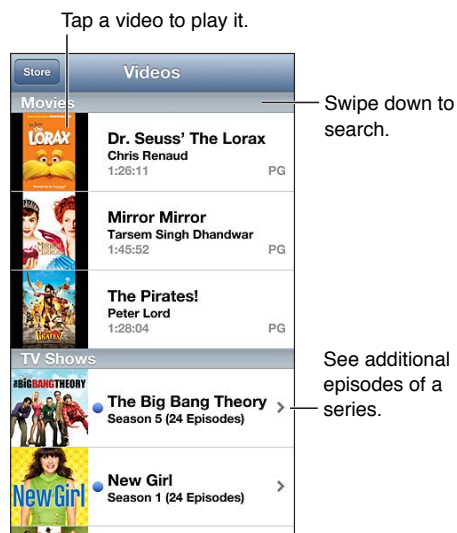
Tap a video to play it.

Swipe down to search.

See additional episodes of a series.

WARNING: For important information about avoiding hearing loss, see Important safety information on page 129.

Get videos:

- *Buy or rent videos from the iTunes store (not available in all areas):* Open the iTunes app on iPod touch and tap Videos. See Chapter 25, iTunes Store, on page 91.
- *Transfer videos from your computer:* Connect iPod touch, then sync videos in iTunes on your computer. See Syncing with iTunes on page 15.
- *Stream videos from your computer:* Turn on Home Sharing in iTunes on your computer. Then, on iPod touch, go to Settings > Videos and enter the Apple ID and password you used to set up Home Sharing on your computer. Then, open Videos on iPod touch and tap Shared at the top of the list of videos.

Convert a video to work with iPod touch: If you try to add a video from iTunes to iPod touch and a message says the video can't play on iPod touch, you can convert the video. Select the video in your iTunes library and choose File > Create New Version > "Create iPod or iPhone Version." Then add the converted video to iPod touch.

Drag to skip forward or back.

Tap the video to show or hide controls.

Choose a chapter.

Drag to adjust the volume.

Watch the video on a TV with Apple TV.

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

- *Scale the video to fill the screen or fit to the screen:* Tap ▣ or ▣. Or double-tap the video to scale without showing the controls.

- *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 (if available):* 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 ⏭.

- *Select a different audio language (if available):* Tap 🗨, then choose a language from the Audio list.

- *Show or hide subtitles (if available):* Tap 🗨, then choose a language, or Off, from the Subtitles list.

- *Show or hide closed captioning (if available):* Go to Settings > Videos.

- *Watch the video on a TV:* See Connecting iPod touch to a TV or other device on page 30.

Set a sleep timer: Open the Clock app and tap Timer, then flick to set the number of hours and minutes. Tap When Timer Ends and choose Stop Playing, tap Set, then tap Start to start the timer. When the timer ends, iPod touch stops playing music or video, closes any other open app, and then locks itself.

Delete a video: Swipe left or right over the video in the list. Deleting a video (other than a rented movie) from iPod touch doesn't delete it from your iTunes library.

Important: If you delete a rented movie from iPod touch, it's deleted permanently and cannot be transferred back to your computer.

When you delete a video (other than a rented movie) from iPod touch, it isn't deleted from your iTunes library on your computer, and you can sync the video back to iPod touch later. If you don't want to sync the video back to iPod touch, set iTunes to not sync the video. See Syncing with iTunes on page 15.

Messages

7

Sending and receiving messages

> **WARNING:** For important information about avoiding distraction while driving, see Important safety information on page 129.

Using the Messages app and the built-in iMessage service, you can send unlimited text messages over Wi-Fi to other iOS and OS X Mountain Lion users. Messages can include photos, videos, and other info. You can see when other people are typing, and notify them when you've read their messages. iMessages are displayed on all of your iOS devices logged in to the same account, so you can start a conversation on one of your devices, and continue it on another device. Messages are encrypted for security.

Note: Cellular data charges or additional fees may apply for iPhone and iPad users you exchange messages with over their cellular data network.

Blue indicates an iMessage conversation.

Tap to enter text.

Tap the attach media button to include a photo or video.
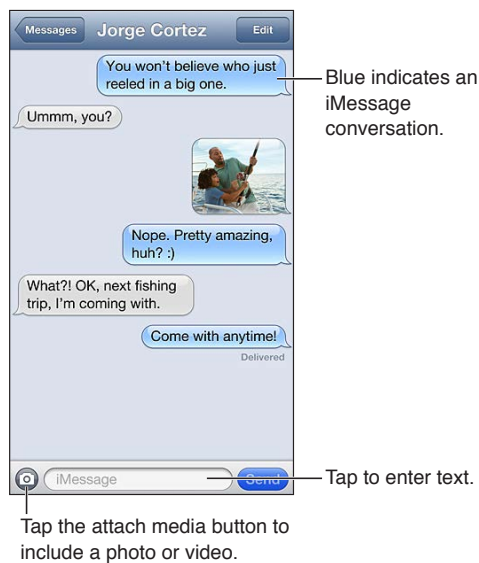
Start a text conversation: Tap ✎, then tap ⊕ and choose a contact, search your contacts by entering a name, or enter a phone number or email address manually. Enter a message, then tap Send.

Note: An alert badge ⊘ appears if a message can't be sent. Tap the alert for more info or to try to send the message again.

Resume a conversation: Tap the conversation in the Messages list.

Use picture characters: Go to Settings > General > Keyboard > Keyboards > Add New Keyboard, then tap Emoji to make that keyboard available. Then while typing a message, tap ⊕ to bring up the Emoji keyboard. See Special input methods on page 128.

See a person's contact info: Scroll to the top (tap the status bar) to see actions you can perform, such as making a FaceTime call.

See earlier messages in the conversation: Scroll to the top (tap the status bar). Tap Load Earlier Messages, if needed.

Send messages to a group: Tap ✏️, then enter multiple recipients.

Managing conversations

Conversations are saved in the Messages list. A blue dot 🔵 indicates unread messages. Tap a conversation to view or continue it.

Forward a conversation: Select the conversation, tap Edit, select parts to include, then tap Forward.

Edit a conversation: Select the conversation, tap Edit, select the parts to delete, then tap Delete. To clear all text and attachments without deleting the conversation, tap Clear All.

Delete a conversation: In the Messages list, swipe the conversation, then tap Delete.

Search a conversation: Tap the top of the screen to display the search field, then enter your search. You can also search conversations from the Home screen. See Searching on page 27.

Add someone to your contacts list: Tap a phone number or email address in the Messages list, then tap "Add to Contacts."

Sending photos, videos, and more

You can send photos, videos, locations, contact info, and voice memos. The size limit of attachments is determined by your service provider—iPod touch may compress photo and video attachments when needed.

Send a photo or video: Tap ◉.

Send a location: In Maps, tap ⓘ for a location, tap Share Location (bottom of screen), then tap Message.

Send contact info: In Contacts, choose a contact, tap Share Contact (bottom of screen), then tap Message.

Send a voice memo: In Voice Memos, tap ☰, tap the voice memo, tap Share, then tap Message.

Save a photo or video you receive to your Camera Roll album: Tap the photo or video, then tap 🖼️.

Copy a photo or video: Touch and hold the attachment, then tap Copy.

Add someone to your contacts from the Messages list: Tap the phone number or email address, tap the status bar to scroll to the top, then tap "Add Contact."

Save contact info you receive: Tap the contact bubble, then tap Create New Contact or "Add to Existing Contact."

Messages settings

Go to Settings > Messages to set options for Messages, including:

- Turning iMessage on or off
- Notifying others when you've read their messages
- Specifying a phone number, Apple ID, or email address to use with Messages
- Showing the Subject field

Manage notifications for messages: See Do Not Disturb and Notifications on page 120.

Set the alert sound for incoming text messages: See Sounds on page 125.

FaceTime

8

You can use FaceTime to make video calls to other iOS devices or computers that support FaceTime. The FaceTime camera lets you talk face-to-face; switch to the rear camera (not available on all models) to share what you see around you.

Note: FaceTime may not be available in all areas.
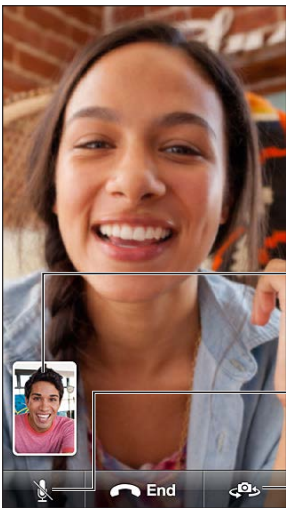
Drag your image to any corner.

Mute (you can hear and see; the caller can see but not hear).

Switch to the rear camera (available on some models).

To use FaceTime, you need an Apple ID and a Wi-Fi connection to the Internet. When you open FaceTime, you may be prompted to sign in using your Apple ID, or to create a new account.

Tap to make a FaceTime call.

Make a FaceTime call: Tap Contacts, choose a name, then tap FaceTime. If you don't see the FaceTime button, make sure FaceTime is turned on in Settings > FaceTime.

Rotate iPod touch to use FaceTime in either landscape or portrait orientation. To avoid unwanted orientation changes, lock iPod touch in portrait orientation. See Portrait and landscape orientation on page 19.

Restart a recent call: Tap Recents, then choose a name or number.

User Favorites: Tap Favorites.

- *Add a favorite:* Tap ✚, then choose a contact and their FaceTime phone number or email address.
- *Call a favorite:* Tap a name in the list.

Call using Voice Control: Press and hold the Home button until the Voice Control screen appears and you hear a beep. Then say "FaceTime," followed by the name of the person you want to call.

Add a contact: Tap Contacts, tap ✚, then enter the person's name and the email address or phone number that they use for FaceTime. For a contact outside your region, be sure to enter the complete number, including country code and area code.

Use another app during a call: Press the Home button ☐, then tap an app icon. You can still talk with your friend, but you can't see each other. To return to the video, tap the green bar at the top of the screen.

Set options for FaceTime: Go to Settings > FaceTime.

Options include specifying a phone number, Apple ID, or email address to use with FaceTime.

Camera

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At a glance

To quickly open Camera when iPod touch is locked, swipe 📷 up.
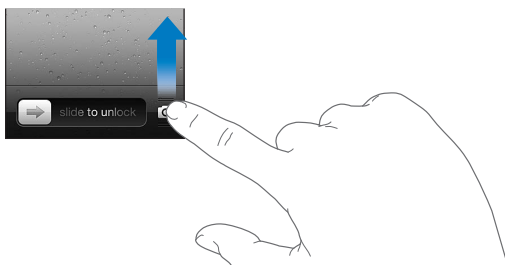
With iPod touch, you can take both still photos and videos, using the FaceTime camera on the front or the camera on the back (available on some models).

Set LED flash mode.*

Turn on the grid or HDR, or take a Panorama photo.*

Switch between cameras (available on some models).

Take a photo.

Camera/Video switch
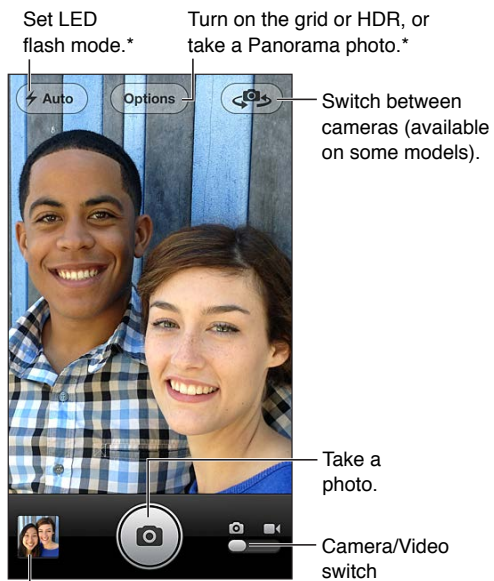
View the photos and videos you've taken.

*Models with an iSight camera.

On iPod touch 5th generation, a rectangle briefly appears to show where the exposure is set. When you photograph people, face detection balances the exposure across up to 10 faces. A rectangle appears for each face detected. With an iSight camera, the focus is set in addition to the exposure.

Take a photo: Tap ◙ or press either volume button.

Record a video: Switch to ◼◀, then tap 🔴 or press either volume button to start or stop recording.

When you take a photo or start a video recording, iPod touch makes a shutter sound. The volume of the shutter sound is controlled by the Ringer and Alerts volume setting in Settings > Sounds. To mute the sound, use the Ring/Silent switch.

Note: In some countries, muting iPod touch does not prevent the shutter sound.

If Location Services is turned on, photos and videos are tagged with location data that can be used by other apps and photo-sharing websites. See Privacy on page 126.

Set the exposure:

• *Set the exposure for the next shot:* Tap the object on the screen. Face detection is temporarily turned off.

• *Lock the exposure:* Touch and hold the screen until the rectangle pulses. AE Lock appears at the bottom of the screen, and the exposure remains locked until you tap the screen again.

Take a screenshot: Press and release the Sleep/Wake button and the Home button ☐ at the same time. The screenshot is added to your Camera Roll album.

iSight camera and LED flash

iPod touch 5th generation (32 GB or more) includes a rear-facing iSight camera, along with an LED flash, that enables the following features:

• Zoom
• HDR (high dynamic range) photos
• Panorama photos
• Set or lock focus (as well as exposure)

Zoom in or out: Pinch or spread your fingers on the screen.

Turn on HDR: Tap Option, then set HDR. HDR combines three separate exposures into a single "high dynamic range" photo. For best results, iPod touch and the subject should be stationary. When HDR is on, the flash is turned off.

Keep the normal photo in addition to the HDR version: Go to Settings > Photos & Camera. When you keep both versions, 🗐 HDR appears in the upper-left corner of the HDR photo when viewed in your Camera Roll album with the controls visible.

Take a panorama photo: Tap Options, then tap Panorama. Point iPod touch where you want to start, then tap ◙. Pan slowly in the direction of the arrow, holding iPod touch steady. Try to keep the arrow directly on top of the horizontal line. When you finish, tap Done.

• *Reverse the panning direction:* Tap the arrow.

Set the focus and exposure:

- *Set the focus and exposure for the next shot:* Tap the object on the screen. Face detection is temporarily turned off.
- *Lock the focus and exposure:* Touch and hold the screen until the rectangle pulses. AE/AF Lock appears at the bottom of the screen, and the settings remain locked until you tap the screen again.

Viewing, sharing, and printing

The photos and videos you take with Camera are saved in your Camera Roll album. If you have Photo Stream turned on, new photos also appear in your Photo Stream album and are streamed to your other iOS devices and computers. See Photo Stream on page 59.

View your Camera Roll album: Swipe to the right, or tap the thumbnail image. You can also view your Camera Roll album in the Photos app.

- *Show or hide the controls while viewing a photo or video:* Tap the screen.
- *Share a photo or video:* Tap ⬆. To send multiple photos or videos, tap ⬆ while viewing thumbnails, select the items, then tap Share.
- *Print a photo:* Tap ⬆. See Printing with AirPrint on page 31.
- *Delete a photo or video:* Tap 🗑.

Return to the camera: Tap 📷.

Upload photos and videos to your computer: Connect iPod touch to your computer.

- *Mac:* Select the photos and videos you want, then click the Import or Download button in iPhoto or other supported photo application on your computer.
- *PC:* Follow the instructions that came with your photo application.

If you delete photos or videos from iPod touch when you upload them to your computer, they're removed from your Camera Roll album. You can use the Photos settings pane in iTunes to sync photos and videos to the Photos app on iPod touch (videos can be synced only with a Mac). See Syncing with iTunes on page 15.

Editing photos and trimming videos

Rotate   Remove red-eye   Auto-enhance   Crop
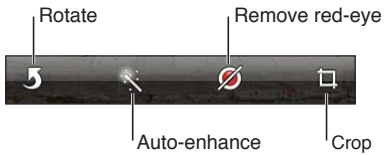
Edit a photo: While viewing a photo in full screen, tap Edit, then tap a tool.

- *Auto-enhance:* Enhancing improves a photo's overall darkness or lightness, color saturation, and other qualities. If you decide against the enhancement, tap the tool again (even if you saved the changes).
- *Remove red-eye:* Tap each eye that needs correcting.
- *Crop:* Drag the corners of the grid, drag the photo to reposition it, then tap Crop. To set a specific ratio, tap Constrain.
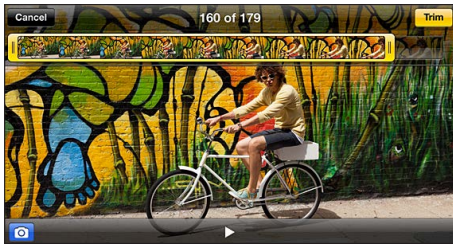
Trim a video: While viewing a video, tap the screen to display the controls. Drag either end of the frame viewer at the top, then tap Trim.

Important: If you choose Trim Original, the trimmed frames are permanently deleted from the original video. If you choose "Save as New Clip," a new trimmed video clip is saved in your Camera Roll album and the original video is unaffected.

Photos

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Viewing photos and videos

Photos lets you view photos and videos on iPod touch, in your:

- Camera Roll album—photos and videos you took on iPod touch, or saved from an email, text message, webpage, or screenshot
- Photo Stream albums—photos in My Photo Stream and your shared photo streams (see Photo Stream on page 59)
- Photo Library and other albums synced from your computer (see Syncing with iTunes on page 15)

Camera Roll   15 of 22   Edit — Edit the photo.

Tap the screen to display the controls.

Delete the photo.

Stream photos using AirPlay.

Play a slideshow.
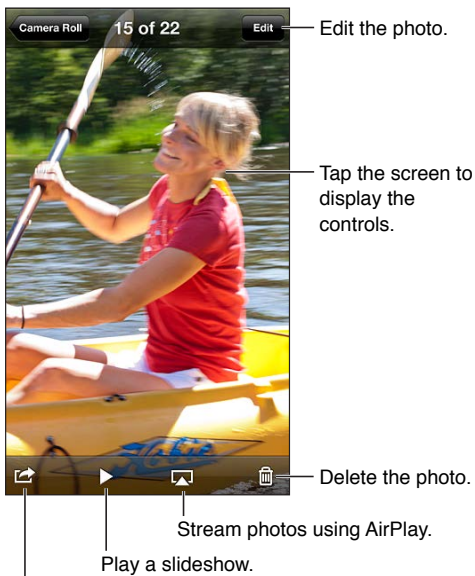
Share the photo, assign it to a contact, use it as wallpaper, or print it.

View photos and videos: Tap an album, then tap a thumbnail.

- *See the next or previous photo or video:* Swipe left or right.
- *Zoom in or out:* Double-tap or pinch.
- *Pan a photo:* Drag it.
- *Play a video:* Tap ▶ in the center of the screen. To change between full-screen and fit-to-screen viewing, double-tap the screen.

Albums you sync with iPhoto 8.0 (iLife '09) or later, or Aperture v3.0.2 or later, can be viewed by events or by faces. You can also view photos by location, if they were taken with a camera that supports geotagging.

View a slideshow: Tap a thumbnail, then tap ▶. Select options, then tap Start Slideshow. To stop the slideshow, tap the screen. To set other options, go to Settings > Photos & Camera.

Stream a video or slideshow to a TV: See AirPlay on page 30.

Organizing photos and videos

Create an album: Tap Albums, tap ➕, enter a name, then tap Save. Select items to add to the album, then tap Done.

Note: Albums created on iPod touch aren't synced back to your computer.

Add items to an album: When viewing thumbnails, tap Edit, select items, then tap Add To.

Manage albums: Tap Edit:

- *Rename an album:* Select the album, then enter a new name.
- *Rearrange albums:* Drag ☰.
- *Delete an album:* Tap ⊖.

Only albums created on iPod touch can be renamed or deleted.

Photo Stream

With Photo Stream, a feature of iCloud (see iCloud on page 14), photos you take on iPod touch automatically appear on your other devices set up with Photo Stream, including your Mac or PC. Photo Stream also lets you share select photos with friends and family, directly to their devices or on the web.

About Photo Stream

When Photo Stream is turned on, photos you take on iPod touch (as well as any other photos added to your Camera Roll) appear in your photo stream after you leave the Camera app and iPod touch is connected to the Internet via Wi-Fi. These photos appear in the My Photo Stream album on iPod touch and on your other devices set up with Photo Stream.

Turn on Photo Stream: Go to Settings > iCloud > Photo Stream.

Photos added to your photo stream from your other iCloud devices also appear in My Photo Stream. iPod touch and other iOS devices can keep up to 1000 of your most recent photos in My Photo Stream. Your computers can keep all your Photo Stream photos permanently.

Note: Photo Stream photos don't count against your iCloud storage.

Manage photo stream contents: In a photo stream album, tap Edit.

- *Save photos to iPod touch:* Select the photos, then tap Save.
- *Share, print, copy, or save photos to your Camera Roll album:* Select the photos, then tap Share.
- *Delete photos:* Select the photos, then tap Delete.

Note: Although deleted photos are removed from photo streams on your devices, the original photos remain in the Camera Roll album on the device they originated from. Photos saved to a device or computer from a photo stream are also not deleted. To delete photos from Photo Stream, you need iOS 5.1 or later on iPod touch and your other iOS devices. See support.apple.com/kb/HT4486.

Shared photo streams

Shared photo streams let you share selected photos with just the people you choose. iOS 6 and OS X Mountain Lion users can subscribe to your shared photo streams, view the latest photos you've added, "like" individual photos, and leave comments—right from their devices. You can also create a public website for a shared photo stream, to share your photos with others over the web.

Turn on Shared Photo Streams: Go to Settings > iCloud > Photo Stream.

Create a shared photo stream: Tap Photo Stream, then tap ✚. To invite other iOS 6 or OS X Mountain Lion users to subscribe to your shared photo stream, enter their email addresses. To post the photo stream on icloud.com, turn on Public Website. Name the album, then tap Create.

Add photos to a shared photo stream: Select a photo, tap , tap Photo Stream, then select the shared photo stream. To add several photos from an album, tap Edit, select the photos, then tap Share.

Delete photos from a shared photo stream: Tap the shared photo stream, tap Edit, select the photos, then tap Delete.

Edit a shared photo stream: Tap Photo Stream, then tap . You can:

- Rename the photo stream
- Add or remove subscribers, and resend an invitation
- Create a public website, and share the link
- Delete the photo stream

Sharing photos and videos

You can share photos in email, text messages, photo streams, Twitter posts, and Facebook. Videos can be shared in email and text messages, and on YouTube.

Share or copy a photo or video: Choose a photo or video, then tap . If you don't see , tap the screen to show the controls.

The size limit of attachments is determined by your service provider. iPod touch may compress photo and video attachments, if necessary.

You can also copy photos and videos, and then paste them into an email or text message.

Share or copy multiple photos and videos: While viewing thumbnails, tap Edit, select the photos or videos, then tap Share.

Save a photo or video from:

- *Email:* Tap to download it if necessary, tap the photo or touch and hold the video, then tap Save.
- *Text message:* Tap the item in the conversation, tap , than tap Save to Camera Roll.
- *Webpage (photo only):* Touch and hold the photo, then tap Save Image.

Photos and videos that you receive, or that you save from a webpage, are saved to your Camera Roll album.

Printing photos

Print to AirPrint-enabled printers:

- *Print a single photo:* Tap ⤴, then tap Print.
- *Print multiple photos:* While viewing a photo album, tap Edit, select the photos, tap Share, then tap Print.

See Printing with AirPrint on page 31.

Game Center

<div style="text-align: right;">**11**</div>

At a glance

Game Center lets you play your favorite games with friends who have an iPhone, iPad, iPod touch, or a Mac with OS X Mountain Lion. You must be connected to the Internet to use Game Center.

> *WARNING:* For important information about avoiding repetitive motion injuries, see Important safety information on page 129.

- Play the game.
- See who's the best.
- See a list of game goals.
- Find someone to play against.
- Choose a game to play.
- Check for challenges from friends.
- Respond to friend requests.
- Invite friends to play.
- Declare your status, change your photo, or sign out.

Sign in: Open Game Center. If you see your nickname and photo at the top of the screen, you're already signed in. If not, enter your Apple ID and password, then tap Sign In. You can use the same Apple ID you use for iCloud, App Store, or iTunes Store purchases, or tap Create New Account if you want a separate Apple ID for gaming.

Purchase a game: Tap Games, then tap a recommended game or tap Find Game Center Games.

Play a game: Tap Games, choose a game, then tap Play.

Return to Game Center after playing: Press the Home button ⃞, then tap Game Center on the Home screen.

Sign out: Tap Me, tap the Account banner, then tap Sign Out. You don't need to sign out each time you quit Game Center.

Playing with friends

Invite friends to a multiplayer game: Tap Friends, choose a friend, choose a game, then tap Play. If the game allows or requires more players, choose additional players, then tap Next. Send your invitation, then wait for the others to accept. When everyone is ready, start the game. If a friend isn't available or doesn't respond to your invitation, you can tap Auto-Match to have Game Center find another player for you, or tap Invite Friend to invite someone else.

Send a friend request: Tap Friends or Requests, tap ✚, then enter your friend's email address or Game Center nickname. To browse your contacts, tap ⊕. To add several friends in one request, type Return after each address.

Challenge someone to outdo you: Tap one of your scores or achievements, then tap Challenge Friends.

See the games a friend plays and check your friend's scores: Tap Friends, tap your friend's name, then tap Games or Points.

Purchase a game your friend has: Tap Friends, then tap the name of your friend. Tap the game in your friend's list of games, then tap the price at the top of the screen.

See a list of a friend's friends: Tap Friends, tap the friend's name, then tap Friends just below their picture.

Remove a friend: Tap Friends, tap a name, then tap Unfriend.

Keep your email address private: Turn off Public Profile in your Game Center account settings. See "Game Center settings" below.

Disable multiplayer activity or friend requests: Go to Settings > General > Restrictions and turn off Multiplayer Games or Adding Friends. If the switches are disabled, tap Enable Restrictions (at the top) first.

Report offensive or inappropriate behavior: Tap Friends, tap the person's name, then tap "Report a Problem."

Game Center settings

Some Game Center settings are associated with the Apple ID you use to sign in. Others are in the Settings app on iPod touch.

Change Game Center settings for your Apple ID: Sign in with your Apple ID, tap Me, tap the Account banner, then choose View Account.

Choose which notifications you want from Game Center: Go to Settings > Notifications > Game Center. If Game Center doesn't appear, turn on Notifications.

Change restrictions for Game Center: Go to Settings > General > Restrictions.

Mail

12

Reading mail

Change mailboxes or accounts.

Delete, move, or mark multiple messages.

Search this mailbox.

VIP

Change the preview length in Settings > Mail, Contacts, Calendars.

Compose a message.
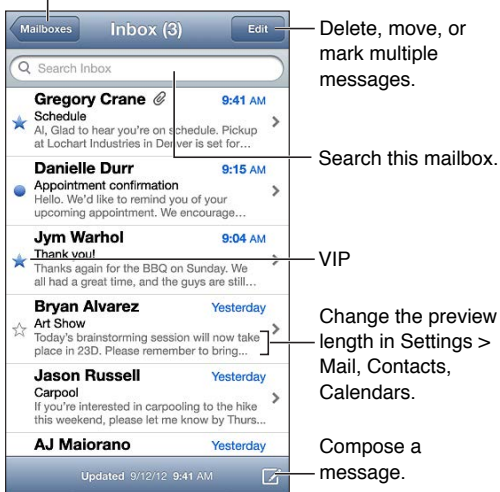
Flag a message or mark it as unread: Tap 🚩. To mark multiple messages at once, tap Edit while viewing the message list.

Identify messages addressed specifically to you: Go to Settings > Mail, Contacts, Calendars, then turn Show To/Cc Label on or off. Messages with your address in the To or Cc field are indicated with an icon in the message list.

See all the recipients of a message: Tap the word Details in the From field. Tap a recipient's name or email address to view the recipient's contact information or add them to Contacts or your VIP list.

Prevent downloading remote images: Go to Settings > Mail, Contacts, Calendars, then turn Load Remote Images off.

Open a link: Tap the link to use its default action, or touch and hold to see other actions. For example, for an address, you can show its location in Maps or add it to Contacts. For a web link, you can add it to Reading List.

Open a meeting invitation or attachment: Tap the item. If the attachment can be used by multiple apps, touch and hold to choose an app that works with the file.

Save an attached photo or video: Touch and hold the photo or video, then tap Save Image or Video. It's saved to your Camera Roll in the Photos app.

Load new messages: Pull the message list or mailbox list downward to refresh the list.

- *Set the number of older messages retrieved:* Go to Settings > Mail, Contacts, Calendars > Show.

Turn off new message notifications for an account: Go to Settings > Notifications > Mail > *account name*, then turn Notification Center off.

Change the tones played by Mail: Go to Settings > Sound.

- *Change the tone played for new mail in each account:* Go to Settings > Notifications > Mail > *account name* > New Mail Sound.

- *Change the tone played for new mail from VIPs:* Go to Settings > Notifications > Mail > VIP > New Mail Sound.

Sending mail

Tap to change From, Cc, or Bcc.

Tap to attach a photo or video.

Change your signature in Settings > Mail, Contacts, Calendars.

Compose a message: Tap ✏, then type a name or email address. After you enter recipients, you can drag to move them between fields, such as from To to Cc. If you have multiple mail accounts, tap From to change the account you're sending from.

Automatically Bcc yourself on outgoing messages: Go to Settings > Mail, Contacts, Calendars > Always Bcc Myself.

Save a draft of a message: Tap Cancel, then tap Save. Touch and hold ✏ to see your saved drafts.

Reply to a message: Tap ↰, then tap Reply. Files or images attached to the initial message aren't sent back. To include the attachments, forward the message instead of replying.

Forward a message: Open a message and tap ↰, then tap Forward. This also forwards the message's attachments.

Quote a portion of the message you're replying to or forwarding: Touch and hold to select text. Drag the grab points to select the text you want to include in your reply, then tap ↰.

- *Change the quote level:* Select the text to indent, tap ▶ at least twice, then tap Quote Level.

- *Automatically increase the quote level when replying:* Go to Settings > Mail, Contacts, Calendars then turn on Increase Quote Level.

Send a photo or video in a message: Tap the insertion point to display the selection buttons. Tap ▶, tap Insert Photo or Video, then choose a photo or video from an album. You can also email multiple photos using Photos. See Sharing photos and videos on page 60.

Change your email signature: Go to Settings > Mail, Contacts, Calendars > Signature. If you have more than one mail account, tap Per Account to specify a different signature for each account.

Organizing mail

See messages from VIPs: Go to the Mailboxes list (tap Mailboxes to get there), then tap VIP.

• *Add a person to the VIP list:* Tap the person's name or address in a From, To, or Cc/Bcc field, then tap Add to VIP.

Group related messages together: Go to Settings > Mail, Contacts, Calendars, then turn Organize by Thread on or off.

Search messages: Open a mailbox, scroll to the top, then enter text in the Search field. You can search the From, To, or the Subject field in the mailbox that's currently open. For mail accounts that support searching messages on the server, tap All to search From, To, Subject, and the message body.

Delete a message: If the message is open, Tap 🗑.

• *Delete a message without opening it:* Swipe over the message title, then tap Delete.

• *Delete multiple messages:* While viewing the message list, tap Edit.

• *Turn off deletion confirmation:* Go to Settings > Mail, Contacts, Calendars > Ask Before Deleting.

Recover a message: Go to the account's Trash mailbox, open the message, tap 📁 then move the message to the account's Inbox or other folder.

• *Set how long your messages stay in Trash before being permanently deleted:* Go to Settings > Mail, Contacts, Calendars > *account name* > Account > Advanced.

Turn archiving on or off: Go to Settings > Mail, Contacts, Calendars > *account name* > Account > Advanced. Not all mail accounts support archiving. When you archive a message, it moves to the All Mail mailbox. To delete the message instead of archiving it, touch and hold Archive, then tap Delete.

Move a message to a different mailbox: While viewing the message, tap 📁, then choose a destination. To move multiple messages at once, tap Edit while viewing the message list.

Add, rename, or delete a mailbox: In the mailbox list, tap Edit. Some mailboxes can't be changed or deleted.

Printing messages and attachments

Print a message: Tap 📤, then tap Print.

Print an inline image: Touch and hold the image, then tap Save Image. Go to Photos and print the image from your Camera Roll album.

Print an attachment: Tap the attachment to open it in Quick Look, tap 📤, then tap Print.

For more information about printing, see Printing with AirPrint on page 31.

Mail accounts and settings

Change Mail and mail account settings: Go to Settings > Mail, Contacts, Calendars. You can set up:

- iCloud
- Microsoft Exchange and Outlook
- Google
- Yahoo!
- AOL
- Microsoft Hotmail
- Other POP and IMAP accounts

Settings vary based on the type of account you're setting up. Your Internet service provider or system administrator can provide the information you need to enter.

Temporarily stop using an account: Go to Settings > Mail, Contacts, Calendars, choose an account, then turn off mail service for the account. When the service is turned off, iPod touch doesn't display or sync that information until you turn it back on. This is a good way to stop receiving work email while on vacation, for example.

Delete an account: Go to Settings > Mail, Contacts, Calendars, choose an account, then scroll down and tap Delete Account. All information synced with that account, such as bookmarks, mail, and notes, is removed.

Set Push settings: Go to Settings > Mail, Contacts, Calendars > Fetch New Data. Push delivers new information whenever it appears on the server and there's an Internet connection (some delays may occur). When Push is turned off, use the Fetch New Data setting to determine how often data is requested. The setting you choose here overrides individual account settings. For optimal battery life, don't fetch too often. Not all accounts support push.

Send signed and encrypted messages: Go to Settings > Mail, Contacts, Calendars > *account name* > Account > Advanced. Turn on S/MIME, then select certificates for signing and encrypting outgoing messages. To install certificates, you may get a configuration profile from your system administrator, download the certs from the issuer's website using Safari, or receive them as mail attachments.

Set advanced options: Go to Settings > Mail, Contacts, Calendars > *account name* > Account > Advanced. Options vary depending on the account, and may include:

- Store drafts, sent messages, and deleted messages on iPod touch
- Set how long deleted messages are kept before being permanently removed
- Adjust mail server settings
- Adjust SSL and password settings

Ask your Internet service provider or system administrator if you're not sure what the appropriate settings are for your account.

Passbook

13

Use Passbook to keep boarding passes, movie tickets, coupons, gift cards, and more, all in one place. Add passes from airlines, theaters, stores, and other participating merchants. Scan a pass on iPod touch to check in for a flight, get in to a movie, or redeem a coupon.

Tap a pass to view it.
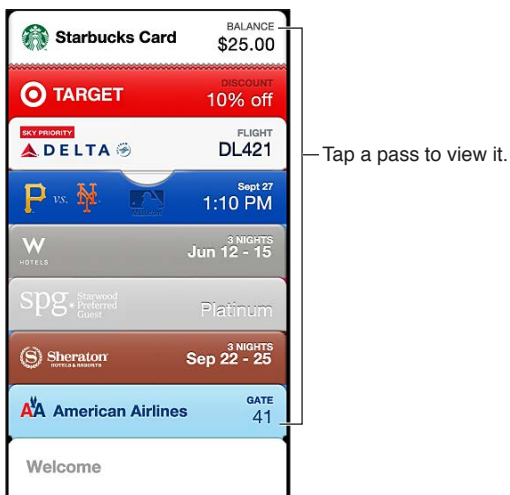
Passes can include useful information, such as the balance on your coffee card, a coupon's expiration date, or your seat number for a concert. Some passes may also appear on your Lock screen when you wake iPod touch at the right time or place—for example, when you reach the airport for a flight you're taking. (Location Services must be on in Settings > Privacy > Location Services.)

Add a pass to Passbook: You can add a pass from an app, email or Messages message, or website when you make a purchase or receive a coupon or gift. For example, tap Add to Passbook in the Fandango app when you purchase a ticket for a theater that supports scannable passes.

Find apps that support Passbook in the App Store: Tap "Apps for Passbook" on the Welcome pass. See www.itunes.com/passbookapps.

Use a pass: If an alert for a pass appears on the lock screen, slide the alert to display the pass. Or open Passbook, select the pass, then present the barcode on the pass to the scanner.
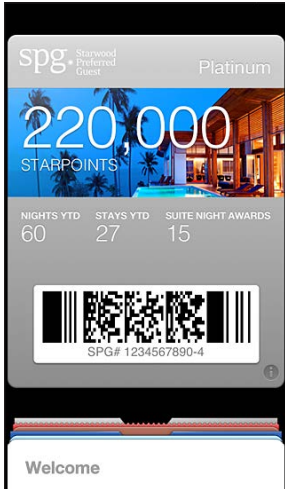
View more information: Tap ⓘ.

Passes are usually updated automatically. To refresh a pass manually, tap ⓘ, then pull the pass downward.

Delete a pass: Tap ⓘ, then tap 🗑.

Prevent passes from appearing on your Lock screen: Go to Settings > General > Passcode Lock and tap Turn Passcode On. Then go to Allow Access When Locked and turn Passbook off. To prevent a specific pass from appearing on your Lock screen, tap ⓘ, then turn off Show On Lock Screen.

Set notification options: Go to Settings > Notifications > Passbook.

Include passes on your iPhone or other iPod touch: Go to Settings > iCloud and turn on Passbook.

Reminders

14

Reminders lets you keep track of all the things you need to do.

View lists

Add an item.

Completed item
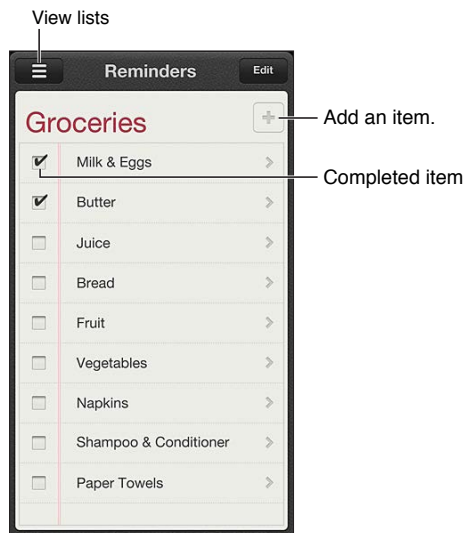
See reminder details: Tap a reminder. You can:

- Change or delete it
- Set a due date
- Set a priority
- Add notes
- Move a reminder to a different list

Search your reminders: Tap ☰ to see the search field, or search from the Home screen. Reminders are searched by name. You can also use Siri to find or add reminders.

Turn off reminder notifications: Go to Settings > Notifications. For information, see Do Not Disturb and Notifications on page 120.

Set the tone played for notifications: Go to Settings > Sounds.

Keep your reminders up to date on other devices: Go to Settings > iCloud, then turn on Reminders. To keep up to date with Reminders on OS X Mountain Lion, turn on iCloud on your Mac, too. Some other types of accounts, such as Exchange, also support Reminders. Go to Settings > Mail, Contacts, Calendars and turn on Reminders for the accounts you want to use.

Set a default list for new reminders: Go to Settings > Mail, Contacts, Calendars, then under Reminders, tap Default List.

Safari

15

Safari features include:

- Reader—view articles without ads or clutter
- Reading list—collect articles to read later
- Full-screen mode—when viewing webpages in landscape orientation

Use iCloud to see pages you have open on other devices, and to keep your bookmarks and reading list up to date on your other devices.

Enter a web address (URL).

Tap the status bar to quickly scroll to the top.

Search the web and the current page.

Double-tap an item or pinch to zoom in or out.

Swipe through open webpages or open a new page.

View your reading list, history, and bookmarks.

Add a bookmark, Reading List item, or icon to the Home Page, or share or print the page.
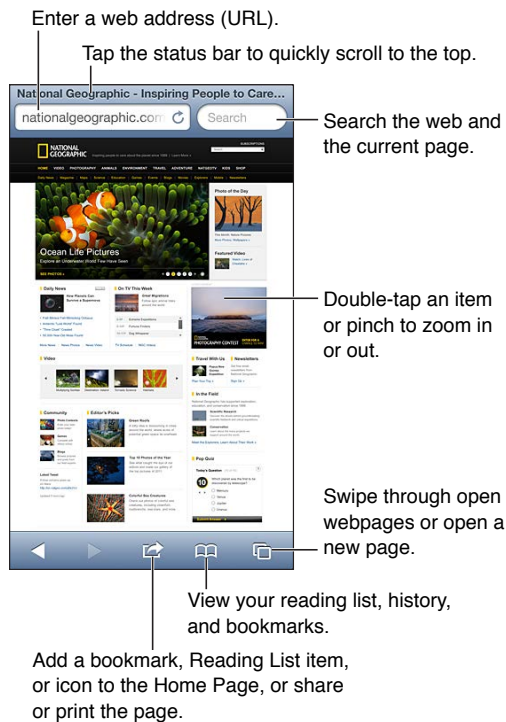
View a webpage: Tap the address field (in the title bar), enter the URL, then tap Go.

- *Scroll a webpage:* Drag up, down, or sideways.
- *Scroll within a frame:* Drag two fingers inside the frame.
- *View in full-screen landscape:* Rotate iPod touch, then tap ⬉.
- *Reload a webpage:* Tap ↻ in the address field.

Close a webpage: Tap ⬔, then tap ⊗ by the page.

See webpages you have open on your other devices: Tap ▢▢, then tap iCloud Tabs. To share webpages you have open on iPod touch with your other devices using iCloud Tabs, go to Settings > iCloud and turn on Safari.

Follow a link on a webpage: Tap the link.

• *See a link's destination:* Touch and hold the link.

• *Open a link in a new tab:* Touch and hold the link, then tap "Open in New Page."

Detected data—such as phone numbers and email addresses—may also appear as links in webpages. Touch and hold a link to see the available options.

View an article in Reader: Tap the Reader button, if it appears in the address field.

• *Adjust the font size:* Tap ₐA.

• *Share the article:* Tap ▨.

  Note: When you email an article from Reader, the full text of the article is sent, in addition to the link.

• *Return to normal view:* Tap Done.

Use Reading List to collect webpages and read them later:

• *Add the current webpage:* Tap ▨, then tap "Add to Reading List."

• *Add the destination of a link:* Touch and hold the link, then tap "Add to Reading List."

• *View your reading list:* Tap ▢▢, then tap Reading List.

• *Delete an item from your reading list:* Swipe the item, then tap Delete.

Fill out a form: Tap a text field to bring up the keyboard.

• *Move to a different text field:* Tap the text field, or tap Next or Previous.

• *Submit a form:* Tap Go, Search, or the link on the webpage to submit the form.

• *Enable AutoFill:* Go to Settings > Safari > AutoFill.

Search the web, the current webpage, or a searchable PDF: Enter text in the search field.

• *Search the web:* Tap one of the suggestions that appear, or tap Search.

• *Find the search text on the current webpage or PDF:* Scroll to the bottom of the screen, then tap the entry below On This Page.

  The first instance is highlighted. To find later instances, tap ▶.

Change the search engine: Go to Settings > Safari > Search Engine.

Bookmark the current webpage: Tap ▨, then tap Bookmark.

When you save a bookmark, you can edit its title. By default, bookmarks are saved at the top level of Bookmarks. To choose a different folder, tap Bookmarks on the Add Bookmarks screen.

Create an icon on the Home screen: Tap ▨, then tap "Add to Home Screen." Safari adds an icon for the current webpage to your Home Screen. Unless the webpage has a custom icon, that image is also used for the web clip icon on the Home screen. Web clips are backed up by iCloud and iTunes, but they aren't pushed to other devices by iCloud or synced by iTunes.

Share or copy a link for the current webpage: Tap ▨, then tap Mail, Message, Twitter, Facebook, or Copy.

Print the current webpage: Tap ▨, then tap Print. See Printing with AirPrint on page 31.

Use iCloud to keep your bookmarks and reading list up to date on your other devices: Go to Settings > iCloud and turn on Safari. See iCloud on page 14.

Set options for Safari: Go to Settings > Safari. Options include:

- Search engine
- AutoFill for filling out forms
- Opening links in a new page or in the background
- Private browsing to help protect private information and block some websites from tracking your behavior
- Clearing history, cookies, and data
- Fraud warning

Newsstand

16

Newsstand organizes your magazine and newspaper apps and lets you know when new issues are ready for reading.

Find Newsstand apps.

Touch and hold a publication to rearrange.
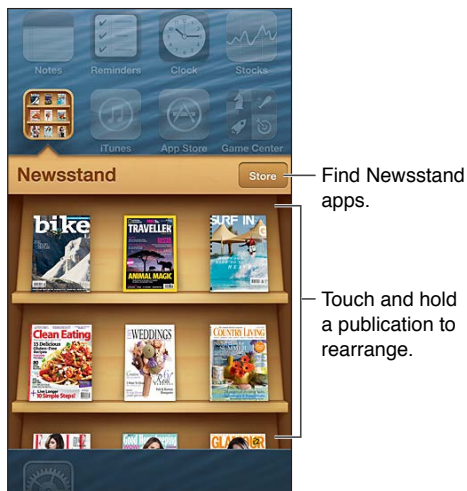
Newsstand organizes magazine and newspaper apps with a shelf for easy access.

Find Newsstand apps: Tap Newsstand to reveal the shelf, then tap Store. When you purchase a newsstand app, it's added to your shelf. After the app is downloaded, open it to view its issues and subscription options. Subscriptions are In-App purchases, billed to your store account.

Turn off automatically downloading new issues: Go to Settings > Newsstand. If an app supports it, Newsstand downloads new issues when connected to Wi-Fi.

Calendar

17

At a glance

iPod touch makes it easy to stay on schedule. You can view calendars individually, or view several calendars at once.

Change calendars or accounts.

A day with a dot has events.

View invitations.

View or edit an event: Tap the event. You can:

- Set a primary and secondary alert
- Change the event's date, time, or duration
- Move an event to a different calendar
- Invite others to attend events on iCloud, Microsoft Exchange, and CalDAV calendars
- Delete the event

You can also move an event by holding it down and dragging it to a new time, or by adjusting the grab points.

Add an event: Tap ╋ and enter event information, then tap Done.

- *Set the default calendar for new events:* Go to Settings > Mail, Contacts, Calendars > Default Calendar.
- *Set default alert times for birthdays and events:* Go to Settings > Mail, Contacts, Calendars > Default Alert Times.

Search for events: Tap List, then enter text in the search field. The titles, invitees, locations, and notes for the calendars you're viewing are searched. You can also search calendar events from the Home screen. See Searching on page 27.

Set the calendar alert tone: Go to Settings > Sounds > Calendar Alerts.

View by week: Rotate iPod touch sideways.

Import events from a calendar file: If you receive an .ics calendar file in Mail, open the message and tap the calendar file to import all of the events it contains. You can also import an .ics file published on the web by tapping a link to the file. Some .ics files subscribe you to a calendar instead of adding events to your calendar. See Working with multiple calendarsbelow.

If you have an iCloud account, a Microsoft Exchange account, or a supported CalDAV account, you can send and receive meeting invitations.

Invite others to an event: Tap an event, tap Edit, then tap Invitees to select people from Contacts.

Respond to an invitation: Tap an invitation in the calendar. Or tap ⬇ to display the Event screen, then tap an invitation. You can view information about the organizer and other invitees. If you add comments (which may not be available for all calendars), your comments can be seen by the organizer but not other attendees.

Accept an event without marking the time as reserved: Tap the event, then tap Availability and select "free." The event stays on your calendar, but doesn't appear as busy to others who send you invitations.

Working with multiple calendars

You can view individual calendars, or several calendars at once. You can subscribe to iCloud, Google, Yahoo!, or iCalendar calendars, as well as your Facebook events and birthdays.

Turn on iCloud, Google, Exchange, or Yahoo! calendars: Go to Settings > Mail, Contacts, Calendars, tap an account, then turn on Calendar.

Add a CalDAV account: Go to Settings > Mail, Contacts, Calendars, tap Add an Account, then tap Other. Under Calendars, tap Add CalDAV Account.

View Facebook events: Go to Settings > Facebook, then sign in to your Facebook account and turn on access to Calendar.

Select calendars to view: Tap Calendars, then tap to select the calendars you want to view. The events for all selected calendars appear in one view.

View the Birthdays calendar: Tap Calendars, then tap Birthdays to include birthdays from your Contacts with your events. If you've set up a Facebook account, you can also include your Facebook friends' birthdays.

You can subscribe to any calendar that uses the iCalendar (.ics) format. Supported calendar-based services include iCloud, Yahoo!, Google, and the Calendar application in OS X. You can read events from a subscribed calendar on iPod touch, but you can't edit events or create new ones.

Subscribe to a calendar: Go to Settings > Mail, Contacts, Calendars, then tap Add Account. Tap Other, then tap Add Subscribed Calendar. Enter the server and filename of the .ics file to subscribe to. You can also subscribe to an iCalendar (.ics) calendar published on the web, by tapping a link to the calendar.

Sharing iCloud calendars

You can share an iCloud calendar with other iCloud users. When you share a calendar, others can view it, and you can let them add or change events, too. You can also share a read-only version that anyone can view.

Create an iCloud calendar: Tap Calendars, tap Edit, then tap Add Calendar.

Share an iCloud calendar: Tap Calendars, tap Edit, then tap the iCloud calendar you want to share. Tap Add Person, then choose someone from Contacts. The person will receive an email invitation to join the calendar, but they need an Apple ID and iCloud account in order to accept.

Turn off notifications for shared calendars: Go to Settings > Mail, Contacts, Calendars and turn off Shared Calendar Alerts.

Change a person's access to a shared calendar: Tap Calendars, tap Edit, tap the shared calendar, then tap a person you're sharing with. You can turn off their ability to edit the calendar, resend the invitation to join the calendar, or stop sharing the calendar with them.

Share a read-only calendar with anyone: Tap Calendars, tap Edit, then tap the iCloud calendar you want to share. Turn on Public Calendar, then tap Share Link to copy or send the URL for the calendar. Anyone can use the URL to subscribe to your calendar using a compatible app, such as Calendar for iOS or OS X.

Calendar settings

There are several settings in Settings > Mail, Contacts, Calendars that affect Calendar and your calendar accounts. These include:

- Syncing of past events (future events are always synced)
- Alert tone played for new meeting invitations
- Calendar time zone support, to show dates and times using a different time zone

Stocks

Keep track of your stocks, see the change in value over time, and get news about your investments.

Note: To use Stocks, iPod touch must be connected to the Internet. See Connecting to the Internet on page 13.

Tap to see percent change. Tap again to see market capitalization.

Swipe left or right to see stats or news articles.

Customize your stock list.

Go to yahoo.com for more info.

Manage your stock list: Tap ⓘ, then add stocks or make other changes. When you finish, tap Done.

- *Add an item:* Tap ✚. Enter a symbol, company name, fund name, or index, then tap Search.
- *Delete an item:* Tap ⊖.
- *Rearrange the order of items:* Drag ≡ up or down.

View stock info:

- *Switch the display to percentage change, price change, or market capitalization:* Tap any of the values along the right side of the screen.
- *See the summary, chart, or news:* Swipe the info beneath the stock list. Tap a news headline to view the article in Safari. To change the chart's time period, tap 1d, 1w, 1m, 3m, 6m, 1y, or 2y.
- *Add a news article to your reading list:* Touch and hold the news headline, then tap Add to Reading List.
- *See more stock information at Yahoo.com:* Tap ⓨ!.

Quotes may be delayed 20 minutes or more, depending upon the reporting service. To display your stocks as a ticker in Notification Center, see Notifications on page 28.

View a full-screen chart: Rotate iPod touch to landscape orientation.

• *See the value at a specific date or time:* Touch the chart with one finger.

• *See the difference in value over time:* Touch the chart with two fingers.

Use iCloud to keep your stock list up to date on your iOS devices: Go to Settings > iCloud > Documents & Data, then turn on Documents & Data (it's on by default). See iCloud on page 14.

Maps

19

Finding locations

> **WARNING:** For important information about navigating safely and avoiding distraction while driving, see Important safety information on page 129.

Get directions.   Enter a search.

Get more info.

Tap a pin to display the info banner.

Quick driving directions

Double-tap to zoom in; tap with two fingers to zoom out. Or, pinch.

Current location

Show your current location.

Flyover (3D in standard view)

Print, show traffic, list results, or choose the view.

To use Maps, iPod touch must be connected to the Internet. See Connecting to the Internet on page 13.

Important: Maps, directions, 3D, Flyover, and location-based apps depend on data services. These data services are subject to change and may not be available in all areas, resulting in maps, directions, 3D, Flyover, or location-based information that may be unavailable, inaccurate, or incomplete. Compare the information provided on iPod touch to your surroundings, and defer to posted signs to resolve any discrepancies. Some Maps features require Location Services. See Privacy on page 126.

Find a location: Tap the search field, then type an address or other information, such as:

- Intersection ("8th and market")
- Area ("greenwich village")
- Landmark ("guggenheim")
- Zip code
- Business ("movies," "restaurants san francisco ca," "apple inc new york")

Or tap one of the suggestions in the list below the search field.

Navigate maps:

- *Move up or down, left or right:* Drag the screen.
- *Rotate the map:* Rotate two fingers on the screen. A compass appears in the upper-right corner to show the map's orientation.
- *Return to the north-facing orientation:* Tap ⊙.

Find the location of a contact, or of a bookmarked or recent search: Tap 📖.

Get and share info about a location: Tap the pin to display the info banner, then tap ⊙. When available, you can get reviews and photos from Yelp. You can also get directions, contact the business, visit the home page, add the business to your contacts, share the location, or bookmark the location.

- *Read reviews:* Tap Reviews. To use other Yelp features, tap the buttons beneath the reviews.
- *See photos:* Tap Photos.
- *Email, text, tweet, or post a location to Facebook:* Tap Share Location. To tweet or post to Facebook, you must be signed in to your accounts. See Sharing on page 29.

Use the drop pin to mark a location: Touch and hold the map until the drop pin appears.

Choose standard, hybrid, or satellite view: Tap the lower-right corner.

Report a problem: Tap the lower-right corner.

Getting directions

Get driving directions: Tap ↱, tap 🚗, enter the starting and ending locations, then tap Route. Or choose a location or a route from the list, when available. If multiple routes appear, tap the one you want to take. Tap Start, then swipe left to see the next instruction.

- *Return to the route overview:* Tap Overview.
- *View the directions as a list:* Tap ☰ on the Overview screen.

Get quick driving directions from your current location: Tap 🚌 on the banner of your destination, then tap Directions To Here.

Get walking directions: Tap ↱, tap 🚶, enter the starting and ending locations, then tap Route. Or choose a location or a route from the list, when available. Tap Start, then swipe left to see the next instruction.

Get public transit directions: Tap ↱, tap 🚌, enter the starting and ending locations, then tap Route. Or choose a location or a route from the list, when available. Download and open the routing apps for the transit services you want to use.

Show traffic conditions: Tap the bottom-right corner of the screen, then tap Show Traffic. Orange dots show slowdowns, and red dots show stop-and-go traffic. To see an incident report, tap a marker.

3D and Flyover

On iPod touch 5th generation, use 3D (standard view) or Flyover (satellite or hybrid view) for three-dimensional views of many cities around the world. You can navigate in the usual ways, and zoom in to see buildings. You can also adjust the camera angle.

The Transamerica Pyramid Building is a registered service mark of Transamerica Corporation.

Use 3D or Flyover: Zoom in until **3D** or ⬛ becomes active, then tap the button. Or drag two fingers up. You can switch between 3D and Flyover by tapping the lower-right corner and changing views.

Adjust the camera angle: Drag two fingers up or down.

Maps settings

Set options for Maps: Go to Settings > Maps. Settings include:

- Miles or kilometers for distance
- Language and size of labels

Weather

20

Get the current temperature and six-day forecast for one or more cities around the world, with hourly forecasts for the next 12 hours. Weather also uses Location Services to get the forecast for your current location.

Note: To use Weather, iPod touch must be connected to the Internet. See Connecting to the Internet on page 13.

If the weather board is light blue, it's daytime in that city. Dark purple indicates nighttime.

Manage your list of cities: Tap ⓘ, then add a city or make other changes. Tap Done when you finish.

- *Add a city:* Tap ╋. Enter a city or zip code, then tap Search.
- *Rearrange the order of cities:* Drag ☰ up or down.
- *Delete a city:* Tap ⊖, then tap Delete.
- *Choose Fahrenheit or Celsius:* Tap °F or °C.

See weather for another city: Swipe left or right.

The leftmost screen shows your local weather.

View the current hourly forecast:

- *iPod touch 5th generation:* Swipe the hourly display left or right.
- *iPod touch 4th generation:* Tap Hourly.

Turn local weather on or off: Go to Settings > Privacy > Location Services. See Privacy on page 126.
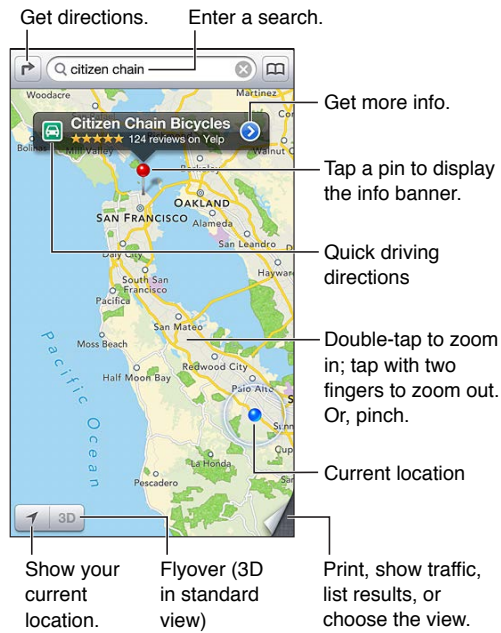
See information about a city at yahoo.com: Tap ●!.

Use iCloud to push your list of cities to your other iOS devices: Go to Settings > iCloud > Documents & Data, then turn on Documents & Data (it's on by default). See iCloud on page 14.

Notes

Type notes on iPod touch, 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!.

View the list of notes.

Add a new note.

Tap the note to edit it.

Email or print the note.

Delete the note.

View the previous or next note.
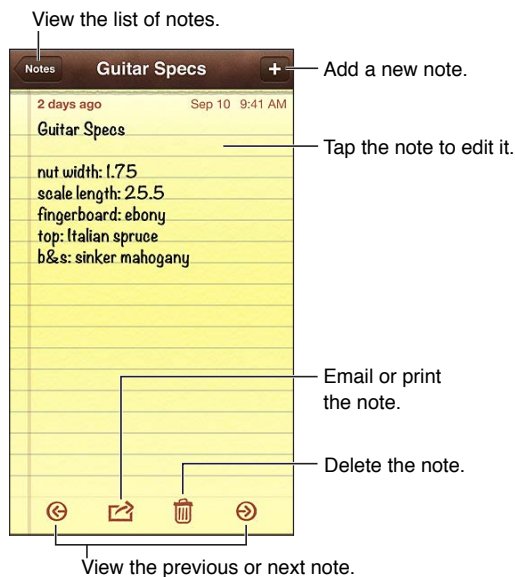
Use iCloud to keep your notes up to date on your iOS devices and Mac computers:

- *If you use an icloud.com, me.com, or mac.com email address for iCloud:* Go to Settings > iCloud and turn on Notes.
- *If you use a Gmail or other IMAP account for iCloud:* Go to Settings > Mail, Contacts, Calendars and turn on Notes for the account.

Choose the default account for new notes: Go to Settings > Notes.

Create a note in a specific account: Tap Accounts and select the account, then tap ✚ to create the note. If you don't see the Accounts button, tap the Notes button first.

See only notes in a specific account: Tap Accounts and choose the account. If you don't see the Accounts button, tap Notes first.

Delete a note while viewing the list of notes: Swipe left or right across the note in the list.

Search for notes: While viewing the list of notes, scroll to the top of the list to reveal the search field. Tap in the field and type what you're looking for. You can also search for notes from the Home screen. See Searching on page 27.

Print or email a note: While reading the note, tap ⬆. To email the note, iPod touch must be set up for email. See Setting up mail and other accounts on page 13.

Change the font: Go to Settings > Notes.

Clock

22

You can add clocks to show the time in other major cities and time zones around the world.

Delete clocks or change their order.

Add a clock.

View clocks, set an alarm, time an event, or set a timer.

Add a clock: Tap ✚, then type the name of a city or choose a city from the list. If you don't see the city you're looking for, try a major city in the same time zone.

Organize clocks: Tap Edit, then drag ≡ to move or tap ⊖ to delete.

Set an alarm: Tap Alarm, then tap ✚.

Change an alarm: Tap Edit, then tap ❯ to change settings or tap ⊖ to delete.

Set a sleep timer: Tap Timer, tap When Timer Ends, and choose Stop Playing.

Calculator

Tap numbers and functions in Calculator just as you would with a standard calculator.

Clear memory.

Add a number to memory.

Subtract a number from memory.

Get a number from memory (a white ring indicates a number is stored in memory).

Clear the display.
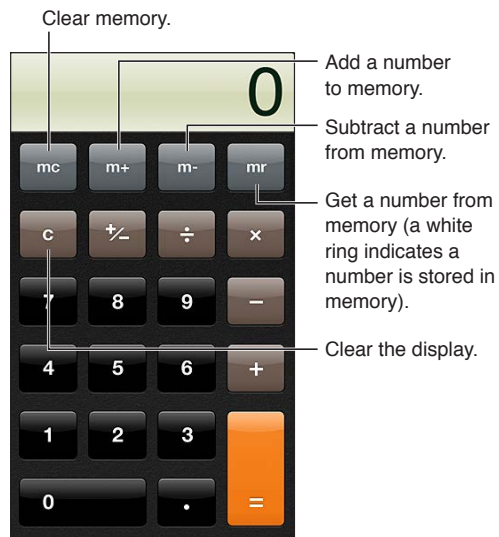
Use the scientific calculator: Rotate iPod touch to landscape orientation.

Voice Memos

24

At a glance

Voice Memos lets you use iPod touch as a portable recording device using the built-in microphone, or a supported headset or external microphone.

Recording level

See your list of recordings.

Start, pause, or stop recording.

Make a recording: Tap ⏺. Tap ❚❚ to pause or ■ to stop recording.

Recordings using the built-in microphone are mono, but you can record stereo using an external stereo microphone that works with the iPod touch headphones port or the Lightning connector. Look for accessories marked with the Apple "Made for iPod" or "Works with iPod" logo.

Adjust the recording level: Move the microphone closer to or further away from what you're recording. For better recording quality, the loudest level on the level meter should be between −3 dB and 0 dB.

Play or mute the start/stop tone: Use the iPod touch volume buttons to turn the volume all the way down.

Use another app while recording: Press the Home button ☐ and open an app. To return to Voice Memos, tap the red bar at the top of the screen.

Play a recording: Tap ☰, tap a recording, then tap ▶. Tap ❙❙ to pause.

Listen to the recording.

Trim or relabel the recording.

Drag to skip to any point.

Attach the recording to an email or text message.
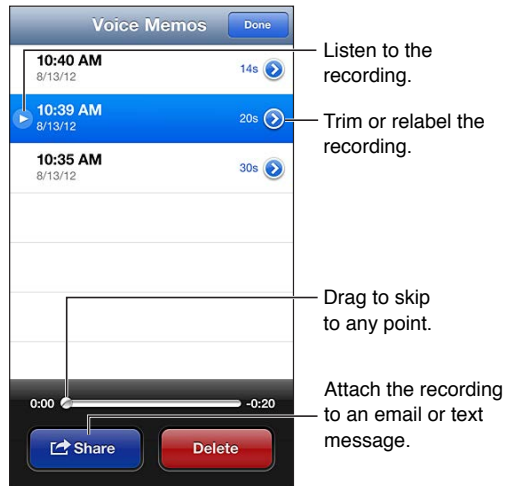
Trim a recording: Tap ❯ next to the recording, then tap Trim Memo. Drag the edges of the audio region, then tap ▶ to preview. Adjust if necessary, then tap Trim Voice Memo to save. The portions you trim can't be recovered.

Sharing voice memos with your computer

You can sync voice memos with the primary iTunes library on your computer, then listen to memos on your computer or sync them with another iPod touch or iPhone.

When you delete a synced memo from iTunes, it stays on the device where it was recorded, but is deleted from any other iPod touch or iPhone you synced. If you delete a synced memo on iPod touch, it's copied back to iPod touch the next time you sync with iTunes, but you can't sync that copy back to iTunes a second time.

Sync voice memos with iTunes: Connect iPod touch to your computer and select it in iTunes. Select Music at the top of the screen, select Sync Music, select "Include voice memos," and click Apply.

Voice memos synced from iPod touch to your computer appear in the Music list and in the Voice Memos playlist in iTunes. Memos synced from your computer appear in the Voice Memos app on iPod touch, but not in the Music app.

iTunes Store

25

At a glance

Use the iTunes Store to add music, movies, and TV shows to iPod touch.
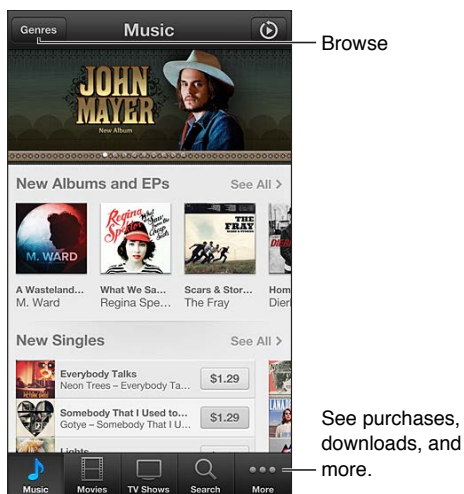
Use iTunes Store to:

- Find music, TV shows, movies, tones, and more, by browsing or searching
- Download previous purchases

Note: You need an Internet connection and an Apple ID to use the iTunes Store.

Browse content: Tap one of the categories. Tap Genres to refine the listings. To see more information about an item, tap it.

Search for content: Tap Search, then tap the search field and enter one or more words, then tap Search.

Preview an item: Tap a song or video to play a sample.

Purchase an item: Tap the item's price (or tap Free), then tap again to buy it. If you already purchased the item, "Download" appears instead of the price and you won't be charged again. To see the progress of items being downloaded, tap Downloads at the bottom of the screen.

Rent a movie: In some areas, certain movies are available to rent. You have 30 days to begin viewing a rented movie. Once you've started playing it, you can watch it as many times as you want in 24 hours. After these time limits, the movie is deleted.

Download a previous purchase: Tap More, then tap Purchased. To automatically download purchases made on other devices, go to Settings > iTunes & App Stores.

Redeem a gift card or code: Tap any category (such as music), scroll to the bottom, then tap Redeem.

Send a gift: While viewing the item you want to give as a gift, tap ⬆, then tap Gift.

View or edit your account: Go to Settings > iTunes & App Stores, tap your Apple ID, then tap View Apple ID. Tap an item to edit it. To change your password, tap the Apple ID field.

Turn iTunes Match on or off: Go to Settings > iTunes & App Stores. iTunes Match is a subscription service that stores all of your music in iCloud so you can access it from wherever you have an Internet connection.

Sign in using a different Apple ID: Go to Settings > iTunes & App Stores, tap your account name, then tap Sign Out. The next time you download an app, you can enter a different Apple ID.

Changing the browse buttons

You can replace and rearrange the buttons at the bottom of the screen. For example, if you often download tones but don't watch many TV shows, you could replace those buttons.

Change the browse buttons: Tap More, tap Edit, then drag a button to the bottom of the screen, over the button you want to replace. When you finish, tap Done.

App Store

26

At a glance

Use the App Store to browse, purchase, and download apps to iPod touch.

View a category.

View updates and previous purchases.

Browse buttons
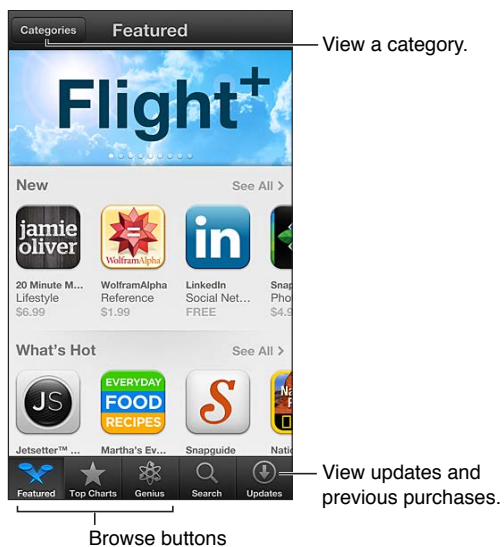
Use the App Store to:

- Find new free or purchased apps by browsing or searching
- Download updates and previous purchases
- Redeem a gift card or download code
- Recommend an app to a friend
- Manage your App Store account

Note: You need an Internet connection and an Apple ID to use the App Store.

Purchase an app: Tap the app's price (or tap Free), then tap Buy Now. If you already purchased the app, "install" appears instead of the price. You won't be charged to download it again. While an app is being downloaded, its icon appears on the Home screen with a progress indicator.

Download a previous purchase: Tap Updates, then tap Purchased. To automatically download new purchases made on other devices, go to Settings > iTunes & App Stores.

Download updated apps: Tap Updates. Tap an app to read about the new version, then tap Update to download it. Or tap Update All to download all the apps in the list.

Redeem a gift card or download code: Tap Featured, scroll to the bottom, then tap Redeem.

Tell a friend about an app: Find the app, then tap ⤴ and select how you want to share it.

View and edit your account: Go to Settings > iTunes & App Stores, tap your Apple ID, then tap View Apple ID. You can subscribe to iTunes newsletters, and view Apple's privacy policy. To change your password, tap the Apple ID field.

Sign in using a different Apple ID: Go to Settings > iTunes & App Stores, tap your account name, then tap Sign Out. The next time you download an app, you can enter a different Apple ID.

Create a new Apple ID: Go to Settings > iTunes & App Stores, then tap Create New Apple ID and follow the onscreen instructions.

Deleting apps

Delete an App Store app: Touch and hold its icon on the Home screen until the icon starts to jiggle, then tap ⊗. You can't delete built-in apps. When you finish, press the Home button ▢.

Deleting an app also deletes all of its data. You can re-download any app you've purchased from the App Store, free of charge.

For information about erasing all of your apps, data, and settings, see Reset on page 125.

Contacts

27

At a glance

iPod touch lets you easily access and edit your contact lists from personal, business, and organizational accounts.

Send an email.

Send a Tweet.

Send a text message.

Make a FaceTime video call.

Set your My Info card: Go to Settings > Mail, Contacts, Calendars, then tap My Info and select the contact card with your name and information. The My Info card is used by Siri and other apps. Use the related persons fields to define relationships you want Siri to know about, so you can say things like "where is my sister."

Search contacts: Tap the search field at the top of the contact list and enter your search. You can also search your contacts from the Home screen. See Searching on page 27.

Share a contact: Tap a contact, then tap Share Contact. You can send the contact info by email or message.

Add a contact: Tap ✚. You can't add contacts to a directory you're only viewing, such as a Microsoft Exchange Global Address List.

Add a contact to your Favorites list: Choose a contact, then tap the Add to Favorites button. The favorites group is used by Do Not Disturb. See Do Not Disturb and Notifications on page 120. You can view and edit your Favorites list in the FaceTime app.

Delete a contact: Choose a contact, than tap Edit. Scroll down and tap Delete Contact.

Edit a contact: Choose a contact, then tap Edit. You can:

- *Add a new field:* Tap ⊕, then choose or enter a label for the field.
- *Change a field label:* Tap the label and choose a different one. To add a new field, tap Add Custom Label.
- *Change the ringtone or text tone for the contact:* Tap the ringtone or text tone field, then choose a new sound. To change the default tone for contacts, go to Settings > Sounds.
- *Assign a photo to the contact:* Tap Add Photo. You can take a photo with the camera or use an existing photo.
- *Update contact info using Twitter:* Go to Settings > Twitter > Update Contacts. Contacts are matched using email addresses. For friends that you're following, their contact card is updated with their Twitter user name and photo.
- *Update contact info using Facebook:* Go to Settings > Facebook > Update Contacts. Contacts are matched using email addresses. For each match in your friend list, their contact card is updated with their Facebook user name and photo.
- *Enter a pause in a telephone number:* Tap ✱✱#, then tap Pause or Wait. Each pause lasts two seconds. Each wait stops dialing until you tap Dial again. Use these to automate dialing of an extension or passcode, for example, when using Contacts on iPod touch.

Adding contacts

In addition to 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.
- *Access a Microsoft Exchange Global Address List:* Go to Settings > Mail, Contacts, Calendars, then tap your Exchange account and 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. Then tap "Add LDAP Account" or "Add CardDAV Account" and enter the account information.
- *Sync contacts from your computer, Yahoo!, or Google:* 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, or on a webpage.

Search a GAL, CardDAV, or LDAP server: Tap Groups, tap the directory you want to search, then enter your search.

Save contact information from a GAL, LDAP, or CardDAV server: Search for the contact you want to add, then tap Add Contact.

Show or hide a group: Tap Groups, then select the groups you want to see. This button only appears if you have more than one source of contacts.

When you have contacts from multiple sources, you might have multiple entries for the same person. To keep redundant contacts from appearing in the 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 at the top of the screen.

Link a contact: Edit a contact, then tap Link Contact and choose a contact.

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.

View contact information from a source account: Tap one of the source accounts.

Unlink a contact: Tap Edit, tap ⊖, then tap Unlink.

Contacts settings

To change Contacts settings, go to Settings > Mail, Contacts, Calendars. Available options let you:

- Change how contacts are sorted
- Display contacts by first or last name
- Set a default account for new contacts
- Set your My Info card

Nike + iPod

<div style="text-align: right">

28

</div>

With a Nike + iPod Sensor (sold separately), the Nike + iPod app gives you audible feedback on pace, distance, elapsed time, and calories burned during a run or walk.

Choose a workout type.

Calibrate based on your last workout.

Choose or create a custom workout.

Review your workout history.

Choose a standard workout.
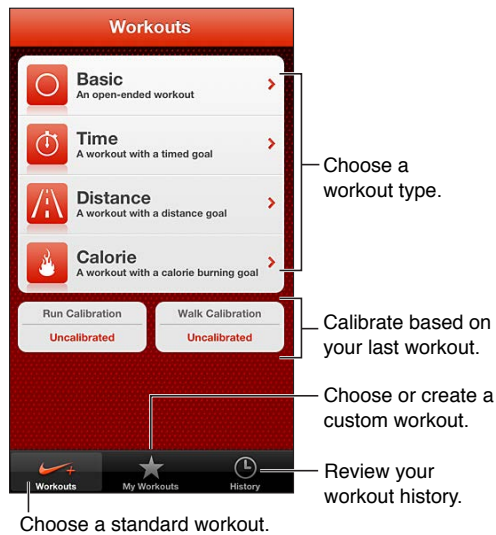
The Nike + iPod app doesn't appear on the Home screen until you turn it on.

Turn on Nike + iPod: Go to Settings > Nike + iPod.

Nike + iPod collects workout data from a wireless sensor (sold separately) that you attach to your shoe. Before you use it the first time, you need to link your sensor to iPod touch.

Link your sensor to iPod touch: Attach the sensor to your shoe, then go to Settings > Nike + iPod > Sensor.

Start a workout: Tap Workouts, and choose a workout.

- *Pause a workout:* Wake iPod touch and tap ❙❙ on the lock screen. Tap ▶ when you're ready to continue.

- *End a workout:* Wake iPod touch, tap ❙❙, then tap End Workout.

Change workout settings: Go to Settings > Nike + iPod.

Calibrate Nike + iPod: Record a workout over a known distance of at least a quarter mile (400 meters). Then, after you tap End Workout, tap Calibrate on the workout summary screen and enter the actual distance you covered.

Reset to the default calibration: Go to Settings > Nike + iPod.

Send workout data to nikeplus.com: With iPod touch connected to the Internet, open Nike + iPod, tap History, then tap "Send to Nike+."

See your workouts on nikeplus.com: In Safari, go to nikeplus.com, log in to your account, and follow the onscreen instructions.

iBooks

29

At a glance

iBooks is a great way to read and buy books. Download the free iBooks app from the App Store, and then enjoy everything from classics to bestsellers.

Contents, bookmarks, and notes

Bookmark

Go to a
different page.
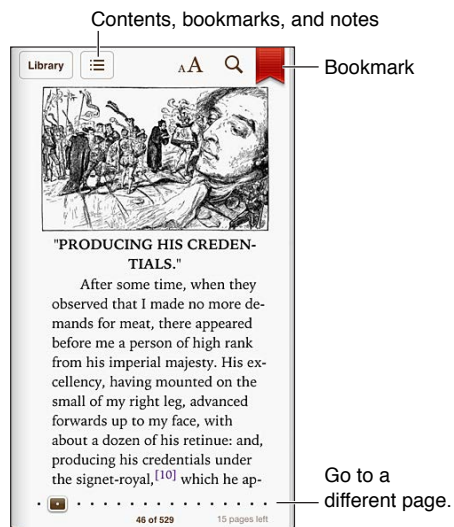
To download the iBooks app and use the iBookstore, you need an Internet connection and an Apple ID.

Visit the iBookstore: In iBooks, tap Store to:

- Find books by browsing or searching
- Get a sample of a book to see if you like it
- Read and write reviews, and see current bestsellers
- Tell a friend about a book via Facebook, Twitter, iMessage, or email

Purchase a book: Find one you want, tap the price, then tap again to get it.

Get information about a book: You can read a summary of the book, read reviews, and try a sample of the book before buying it. After buying a book, you can write a review of your own.

Download a previous purchase: If you download a book you've previously purchased, you won't be charged again. To automatically download items purchased on other devices, go to Settings > iTunes & App Stores. For information about purchased books and iCloud, see Organizing the bookshelf on page 102.

Update a book: If there's an update to a book you've downloaded, a badge notifies you of the new version. To see and download the updated book, tap Purchased, then tap Updates.

Reading books

Each book has a particular set of features, based on its contents and format. Some of the features described below might not be available in the book you're reading.

Open a book: Tap the book you want to read. If you don't see it, swipe left or right on the shelf to see other collections.

*   *Show the controls:* Tap near the center of the page.
*   *Enlarge an image:* Double-tap the image. In some books, touch and hold to display a magnifying glass you can use to view an image.
*   *Go to a specific page:* Use the page navigation controls at the bottom of the screen. Or tap $\mathcal{Q}$ and enter a page number, then tap the page number in the search results.
*   *Look up a word:* Double-tap a word then tap Define in the menu that appears. Definitions aren't available for all languages.
*   *View the table of contents:* Tap ☰. With some books, you can also pinch to see the the table of contents.
*   *Add or remove a bookmark:* Tap 🔖. Tap again to remove the bookmark. You don't need to add a bookmark when you close the book, because iBooks remembers where you left off. You can have multiple bookmarks—to see them all, tap ☰, then tap Bookmarks.

Annotate a book: You can add notes and highlights to a book.

*   *Add a highlight:* Double-tap a word, use the grab points to adjust the selection, then tap Highlight and choose a style.
*   *Remove a highlight:* Tap the highlighted text, then tap ⊘.
*   *Add a note:* Double-tap a word, then tap Note.
*   *Remove a note:* Delete its text. To remove the note and its highlight, tap the highlighted text, then tap ⊘.
*   *Delete notes:* Tap the center of the screen to display the controls, tap ☰, then tap Notes. Tap ↗, then tap Edit Notes. Select the notes you want to delete, then tap Delete.
*   *Share your notes:* Tap the center of the screen to display the controls, tap ☰, then tap Notes. Tap ↗, then tap Edit Notes. Select the notes you want to share, then tap Share.
*   *See all your notes:* Tap ☰, then tap Notes. Tap ↗ to print or email your notes.
*   *Share a link to a book:* Tap the center of the screen to display the controls, then tap ☰. Tap ↗, then tap Share Book.

Change a book's appearance: Most books let you change the font, font size, and page color.

*   *Change the font or font size:* Tap the center of the screen to display the controls, then tap $_A A$. Some books allow you to change the font size only when iPod touch is in portrait orientation.
*   *Change the color of the page and text:* Tap the center of the screen to display the controls, tap $_A A$, then tap Theme. This setting applies to all books that support it.
*   *Change the brightness:* Tap the center of the screen to display the controls, then tap ☼. If you don't see ☼, tap $_A A$ first.
*   *Turn justification and hyphenation on or off:* Go to Settings > iBooks. PDFs and some books can't be justified or hyphenated.

Organizing the bookshelf

Use the bookshelf to browse your books and PDFs. You can also organize items into collections.

View collections.

Touch and hold a book to rearrange.
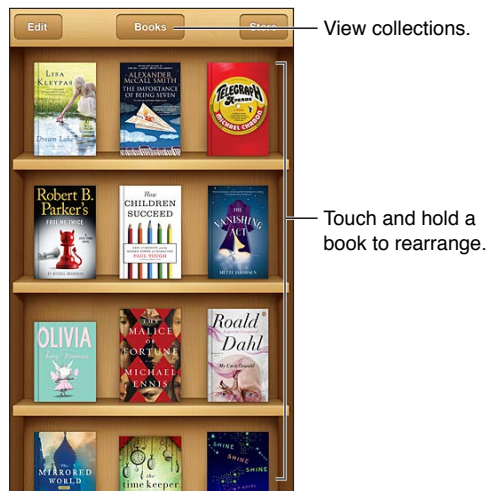
Move a book or PDF to a collection: Tap Edit. Select the items you want to move, then tap Move and select a collection.

View and manage collections: Tap the name of the current collection at the top of the screen. You can't edit or remove the built-in collections.

Sort the bookshelf: Tap the status bar to scroll to the top of the screen, then tap ≡ and select a sort method at the bottom of the screen.

Delete items from the bookshelf: Tap Edit, then tap each item that you want to delete, so that a checkmark appears. Tap Delete, then tap Done.

• *Delete this copy:* Removes the item from iPod touch, but it still appears on the bookshelf and can be downloaded again.

• *Delete from all devices:* Removes the item from all of your iOS devices and from the bookshelf. You can download it again from Purchases in the iBookstore. See At a glance on page 100.

Search for a book: Go to the bookshelf. Tap the status bar to scroll to the top of the screen, then tap Q. Searching looks for the title and the author's name.

Download a book from iCloud: Books you've purchased that aren't on iPod touch appear with an iCloud badge. To download the book, tap its cover. To see all of your purchases, go to the Purchased Books collection.

• *Hide purchases on the bookshelf:* To show or hide purchased books that aren't on iPod touch, go to Settings > iBooks > Show All Purchases. You can download purchases from the iBookstore. See At a glance on page 100.

Syncing books and PDFs

Use iTunes to sync your books and PDFs between iPod touch and your computer, and to buy books from the iTunes Store. When iPod touch is connected to your computer, the Books pane lets you select which items to sync. You can also find DRM-free ePub books and PDFs on the web and add them to your iTunes library.

Sync a book or PDF to iPod touch: In iTunes on your computer, choose File > Add to Library and select the file. Then sync.

Add a book or PDF to iBooks without syncing: If the book or PDF isn't too large, email it to yourself from your computer. Open the email message on iPod touch, then touch and hold the attachment and choose "Open in iBooks."

Printing or emailing a PDF

You can use iBooks to email a copy of a PDF, or to print all or a portion of the PDF to an AirPrint printer.

Email a PDF: Open the PDF, tap , then choose Email Document.

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iBooks settings

iBooks stores your purchases, collections, bookmarks, notes, and current page information in iCloud, so you can read books seamlessly across all your iOS devices. iBooks saves information about all of your books when you open or quit the app. Information about individual books is also saved when you open or close the book.

Turn syncing on or off: Go to Settings > iBooks. You can sync collections and bookmarks.

Some books might access video or audio that's stored on the web.

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Change the direction the page turns when you tap the left margin: Go to Settings > iBooks > Both Margins Advance.

Podcasts

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Download the free Podcasts app from the App Store, then browse, subscribe to, and play your favorite audio and video podcasts.

Browse all available podcasts.

See the playback controls.

Refresh your podcast list.

Scroll to see your entire library.

Tap a podcast to view available episodes.

Organize your podcasts.

Browse and preview the most popular podcasts.

View the podcasts in your library.
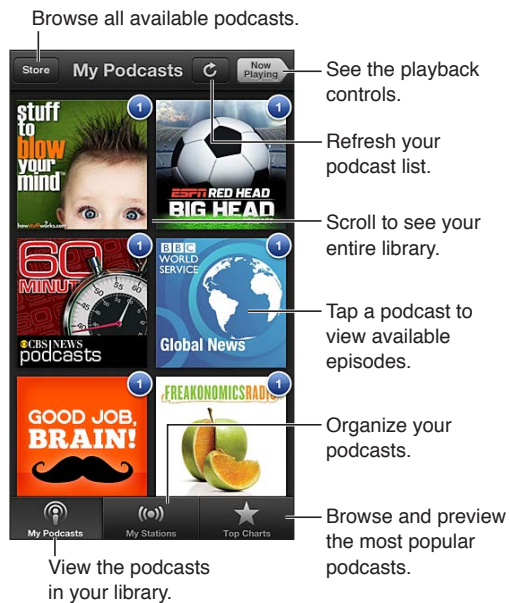
Get podcasts:

- *Browse the full catalog:* Tap Store, then tap any podcast that interests you.
- *Browse the most popular podcasts:* Tap Top Charts (if you don't see it, tap Library first). Swipe left or right to change the category, or swipe up or down to browse the current category. Tap a podcast to see a list of episodes.
- *Stream an episode:* Tap any episode.
- *Download an episode so you can listen to it when you're not connected to the Internet:* Tap ⬇ next to the episode.
- *Subscribe to a podcast:* If you're browsing the catalog, tap a podcast to see the list of episodes, then tap Subscribe. If you've already downloaded an episode, tap the podcast in your library, then tap Settings and turn on Subscription. To subscribe while streaming an episode, tap ✚ at the top of the screen.
- *Automatically get the latest episode of a subscribed podcast:* Tap the podcast in your library, tap Settings, then turn on Auto-Downloads.

Control audio playback: To see the playback controls, tap Now Playing.

Adjust the playback speed.

Drag the playhead to jump to another part of the podcast.

Share this podcast.

Set the sleep timer.

Skip to the next episode.

Play previous episode.

Skip forward 15 seconds.
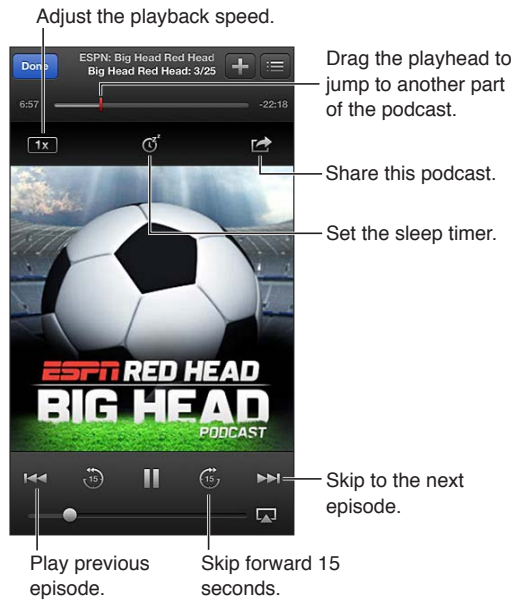
Control video playback: Tap the screen while you're watching a video podcast.

Synchronize subscriptions across devices or change other settings: Go to Settings > Podcasts.

Accessibility

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Accessibility features

iPod touch incorporates these accessibility features:

- VoiceOver screen reader
- Siri voice assistant
- Zoom magnification
- Large Text
- Invert Colors
- Speak Selection
- Speak Auto-text
- Mono Audio and balance
- Assignable tones
- Guided Access
- AssistiveTouch
- Support for braille displays
- Playback of closed-captioned content

Turn on accessibility features using iPod touch: Go to Settings > General > Accessibility.

Turn on accessibility features using iTunes: Connect iPod touch to your computer and select iPod touch in the iTunes device list. Click Summary, then click Configure Universal Access at the bottom of the Summary screen.

For more information about iPod touch accessibility features, go to www.apple.com/accessibility.

VoiceOver

VoiceOver describes aloud what appears onscreen, so you can use iPod touch without seeing it.

VoiceOver tells you about each item on the screen as you select it. When you select an item, the VoiceOver cursor (a black rectangle) encloses it and VoiceOver speaks the name or describes the item.

Touch the screen or drag your fingers to hear different items on the screen. When you select text, VoiceOver reads the text. If you turn on Speak Hints, VoiceOver may tell you the name of the item and provide instructions—for example, "double-tap to open." To interact with items on the screen, such as buttons and links, use the gestures described in Learning VoiceOver gestures on page 109.

When you go to a new screen, VoiceOver plays a sound, then selects and speaks the first item of the screen (typically, the item in the upper-left corner). VoiceOver also lets you know when the display changes to landscape or portrait orientation, and when the screen becomes locked or unlocked.

Note: VoiceOver speaks in the language specified in International settings, which may be influenced by the Region Format setting in Settings > General > International. VoiceOver is available in many languages, but not all.

VoiceOver Basics

Important: VoiceOver changes the gestures used to control iPod touch. Once VoiceOver is turned on, you have to use VoiceOver gestures to operate iPod touch—even to turn VoiceOver off again to resume standard operation.

Note: You can't use VoiceOver and Zoom at the same time. See Zoom on page 115.

Turn VoiceOver on: Go to Settings > General > Accessibility > VoiceOver. Or you can set Triple-click Home to turn VoiceOver on or off. See Triple-click Home on page 115.

Explore the screen: Drag your finger over the screen. VoiceOver speaks each item you touch. Lift your finger to leave an item selected.

- *Select an item:* Tap it, or lift your finger while dragging over it.
- *Select the next or previous item:* Flick right or left with one finger. Item order is left-to-right, top-to-bottom.
- *Select the item above or below:* Use the rotor to turn on Vertical Navigation, then flick up or down with one finger.
- *Select the first or last item on the screen:* Flick up or down with four fingers.
- *Select an item by name:* Triple-tap with two fingers anywhere on the screen to open the Item Chooser. Then type a name in the search field, or flick right or left to move through the list alphabetically, or tap the table index to the right of the list and flick up or down to move quickly through the list of items.
- *Change the name of the selected item so it's easier to find:* Double-tap and hold with two fingers anywhere on the screen.
- *Speak the text of the selected item:* Set the rotor control to characters or words, then flick down or up with one finger.
- *Turn spoken hints on or off:* Go to Settings > General > Accessibility > VoiceOver.
- *Include phonetic spelling:* Go to Settings > General > Accessibility > VoiceOver > Use Phonetics.
- *Speak the entire screen from the top:* Flick up with two fingers.
- *Speak from the current item to the bottom of the screen:* Flick down with two fingers.
- *Stop speaking:* Tap once with two fingers. Tap again with two fingers to resume speaking. Speaking resumes when you select another item.
- *Mute VoiceOver:* Double-tap with three fingers. Double-tap again with three fingers to turn speaking back on. To turn off only VoiceOver sounds, set the Ring/Silent switch to Silent. If an external keyboard is connected, you can also press the Control key on the keyboard to mute or unmute VoiceOver.

Adjust the speaking voice: You can adjust the characteristics of the VoiceOver speaking voice to make it easier for you to understand:

- *Change the speaking volume:* Use the volume buttons on iPod touch. You can also add volume to the rotor and swipe up and down to adjust; see Using the VoiceOver rotor control on page 110.
- *Change the speaking rate:* Go to Settings > General > Accessibility > VoiceOver and drag the Speaking Rate slider. You can also add Speech Rate to the rotor, then swipe up or down to adjust.

- *Use pitch change:* VoiceOver uses a higher pitch when speaking the first item of a group (such as a list or table) and a lower pitch when speaking the last item of a group. Go to Settings > General > Accessibility > VoiceOver > Use Pitch Change.

- *Change the language for iPod touch:* Go to Settings > General > International > Language. VoiceOver pronunciation of some languages is affected by Settings > General > International > Region Format.

- *Change pronunciation:* Set the rotor to Language, then swipe up or down. Language is available in the rotor only if you select more than one pronunciation.

- *Select the pronunciations available in the language rotor:* Go to Settings > General > Accessibility > VoiceOver > Language Rotor. To change the position of a language in the list, drag ☰ up or down.

- *Change the basic reading voice:* Go to Settings > General > Accessibility > VoiceOver > Use Compact Voice.

Using iPod touch with VoiceOver

Unlock iPod touch: Select the Unlock slide, then double-tap the screen.

"Tap" to activate the selected item when VoiceOver is on: Double-tap anywhere on the screen.

"Double-tap" the selected item: Triple-tap anywhere on the screen.

Adjust a slider: Select the slider, then flick up or down with one finger.

Use a standard gesture when VoiceOver is turned on: Double-tap and hold your finger on the screen. A series of tones indicates that normal gestures are in force. They remain in effect until you lift your finger, when VoiceOver gestures resume.

Scroll a list or area of the screen: Flick up or down with three fingers. When paging through a list, VoiceOver speaks the range of items displayed (for example, "showing rows 5 through 10").

- *Scroll continuously through a list:* Double-tap and hold. When you hear a series of tones, move your finger up or down to scroll the list. Continuous scrolling stops when you lift your finger.

- *Use a list index:* Some lists have an alphabetical index along the right side. The index can't be selected by flicking between items; you must touch the index directly to select it. With the index selected, flick up or down to move along the index. You can also double-tap, then slide your finger up or down.

- *Reorder a list:* You can change the order of items in some lists, such as the Rotor and Language Rotor settings in Accessibility settings. Select ☰ on the right side of an item, double-tap and hold until you hear a sound, then drag up or down. VoiceOver speaks the item you've moved above or below, depending on the direction you're dragging.

Rearrange your Home screen: On the Home screen, select the icon you want to move. Double-tap and hold the icon, then drag it. VoiceOver speaks the row and column position as you drag the icon. Release the icon when it's in the location you want. You can drag additional icons. Drag an item to the left or right edge of the screen to move it to a different page of the Home screen. When you finish, press the Home button ☐.

Speak the iPod touch status information: Tap the top of the screen to hear information about the time, battery life, Wi-Fi signal strength, and more.

Speak notifications: Go to Settings > General > Accessibility > VoiceOver and turn on Speak Notifications. Notifications, including the text of incoming text messages, are spoken as they occur, even if iPod touch is locked. Unacknowledged notifications are repeated when you unlock iPod touch.

Turn the screen curtain on or off: Triple-tap with three fingers. When the screen curtain is on, the screen contents are active even though the display is turned off.

Learning VoiceOver gestures

When VoiceOver is turned on, the standard touchscreen gestures have different effects. These and some additional gestures let you move around the screen and control individual items. VoiceOver gestures include two- and three-finger gestures to tap or flick. For best results when using two- and three-finger gestures, relax and let your fingers touch the screen with some space between them.

You can use different techniques to enter VoiceOver gestures. For example, you can enter a two-finger tap using two fingers from one hand, or one finger from each hand. You can also use your thumbs. Many find the "split-tap" gesture especially effective: instead of selecting an item and double-tapping, you can touch and hold an item with one finger, then tap the screen with another finger. Try different techniques to discover which works best for you.

If your gestures don't work, try quicker movements, especially for double-tapping and flicking gestures. To flick, try quickly brushing the screen with your finger or fingers. When VoiceOver is turned on, the VoiceOver Practice button appears, which gives you a chance to practice VoiceOver gestures before proceeding.

Practice VoiceOver gestures: Go to Settings > General > Accessibility > VoiceOver, then tap VoiceOver Practice. When you finish practicing, tap Done. If you don't see the VoiceOver Practice button, make sure VoiceOver is turned on.

Here's a summary of key VoiceOver gestures:

Navigate and read

- *Tap:* Speak the item.
- *Swipe right or left:* Select the next or previous item.
- *Swipe up or down:* Depends on the Rotor Control setting. See Using the VoiceOver rotor control on page 110.
- *Two-finger tap:* Stop speaking the current item.
- *Two-finger swipe up:* Read all from the top of the screen.
- *Two-finger swipe down:* Read all from the current position.
- *Two-finger "scrub":* Move two fingers back and forth three times quickly (making a "z") to dismiss an alert or go back to the previous screen.
- *Three-finger swipe up or down:* Scroll one page at a time.
- *Three-finger swipe right or left:* Go to the next or previous page (such as the Home screen, Stocks, or Safari).
- *Three-finger tap:* Speak additional information, such as position within a list or whether text is selected.
- *Four-finger tap at top of screen:* Select the first item on the page.
- *Four-finger tap at bottom of screen:* Select the last item on the page.

Activate

- *Double-tap:* Activate the selected item.
- *Triple-tap:* Double-tap an item.
- *Split-tap:* As an alternative to selecting an item and double-tapping to activate it, touch an item with one finger, and then tap the screen with another.
- *Double-tap and hold (1 second) + standard gesture:* Use a standard gesture. The double-tap and hold gesture tells iPod touch to interpret the next gesture as standard. For example, you can double-tap and hold, and then without lifting your finger, drag your finger to slide a switch.

- *Two-finger double-tap:* Play or pause in Music, Videos, Voice Memos, or Photos. Take a photo in Camera. Start or pause recording in Camera or Voice Memos. Start or stop the stopwatch.
- *Two-finger double-tap and hold:* Relabel the selected item.
- *Two-finger triple-tap:* Open the Item Chooser.
- *Three-finger double-tap:* Mute or unmute VoiceOver.
- *Three-finger triple-tap:* Turn the screen curtain on or off.

Using the VoiceOver rotor control

Use the rotor to choose what happens when you flick up or down with VoiceOver turned on.

Operate the rotor: Rotate two fingers on the iPod touch screen around a point between them.

Change the options included in the rotor: Go to Settings > General > Accessibility > VoiceOver > Rotor and select the options you want to be available using the rotor.

The available rotor positions and their effects depend on what you're doing. For example, if you're reading an email, you can use the rotor to switch between hearing text spoken word-by-word or character-by-character when you flick up or down. If you're browsing a webpage, you can set the rotor to speak all the text (either word-by-word or character-by-character), or to jump from one item to another of a certain type, such as headers or links.

When you use an Apple Wireless Keyboard to control VoiceOver, a speech rotor lets you adjust settings such as volume, speech rate, use of pitch or phonetics, typing echo, and reading of punctuation. See Controlling VoiceOver using an Apple Wireless Keyboard on page 112.

Entering and editing text with VoiceOver

When you enter an editable text field, you can use the onscreen keyboard or an external keyboard connected to iPod touch to enter text.

Enter text: Select an editable text field, double-tap to display the insertion point and the onscreen keyboard, then type characters.

- *Standard typing:* Select a key on the keyboard by swiping left or right, then double-tap to enter the character. Or move your finger around the keyboard to select a key and, while continuing to touch the key with one finger, tap the screen with another finger. VoiceOver speaks the key when it's selected, and again when the character is entered.
- *Touch typing:* Touch a key on the keyboard to select it, then lift your finger to enter the character. If you touch the wrong key, slide your finger to the key you want. VoiceOver speaks the character for each key as you touch it, but doesn't enter a character until you lift your finger.
- *Choose standard or touch typing:* With VoiceOver turned on and a key selected on the keyboard, use the rotor to select Typing Mode, then swipe up or down.

Move the insertion point: Swipe up or down to move the insertion point forward or backward in the text. Use the rotor to choose whether you want to move the insertion point by character, by word, or by line.

VoiceOver makes a sound when the insertion point moves, and speaks the character, word, or line that the insertion point moves across. When moving forward by words, the insertion point is placed at the end of each word, before the space or punctuation that follows. When moving backward, the insertion point is placed at the end of the preceding word, before the space or punctuation that follows it.

Move the insertion point past the punctuation at the end of a word or sentence: Use the rotor to switch back to character mode.

When moving the insertion point by line, VoiceOver speaks each line as you move across it. When moving forward, the insertion point is placed at the beginning of the next line (except when you reach the last line of a paragraph, when the insertion point is moved to the end of the line just spoken). When moving backward, the insertion point is placed at the beginning of the line that's spoken.

Change typing feedback: Go to Settings > General > Accessibility > VoiceOver > Typing Feedback.

Use phonetics in typing feedback: Go to Settings > General > Accessibility > VoiceOver > Use Phonetics. Text is read character by character. VoiceOver first speaks the character, then its phonetic equivalent—for example, "f" and then "foxtrot."

Delete a character: Select ⌫, then double-tap or split-tap. You must do this even when touch typing. To delete multiple characters, touch and hold the Delete key, then tap the screen with another finger once for each character you want to delete. VoiceOver speaks the character as it's deleted. If Use Pitch Change is on, VoiceOver speaks deleted characters in a lower pitch.

Select text: Set the rotor to Edit, swipe up or down to choose Select or Select All, then double tap. If you chose Select, the word closest to the insertion point is selected when you double-tap. If you chose Select All, all text is selected. Pinch to increase or decrease the selection.

Cut, copy, or paste: Make sure the rotor is set to Edit. Select the text, flick up or down to choose Cut, Copy, or Paste, then double-tap.

Undo: Shake iPod touch, flick left or right to choose the action to undo, then double-tap.

Enter an accented character: In standard typing mode, select the plain character, then double-tap and hold until you hear a sound indicating alternate characters have appeared. Drag left or right to select and hear the choices. Release your finger to enter the current selection.

Change the keyboard language: Set the rotor to Language, then swipe up or down. Choose "default language" to use the language specified in International settings. The Language rotor appears if you select more than one language in Settings > General > Accessibility > VoiceOver > Language Rotor.

Using VoiceOver with Safari

When you search the web in Safari with VoiceOver on, the Search Results rotor items lets you hear the list of suggested search phrases.

Search the web: Select the search field, enter your search, then swipe right or left to move down or up the list of suggested search phrases. Then double-tap the screen to search the web using the selected phrase.

Set the rotor options for web browsing: Go to Settings > General > Accessibility > VoiceOver > Rotor. Tap to select or deselect options, or drag ☰ up to reposition an item.

Skip images while navigating: Go to Settings > General > Accessibility > VoiceOver > Navigate Images. You can choose to skip all images or only those without descriptions.

Reduce page clutter for easier reading and navigation: Select the Reader item in the Safari address field (not available for all pages).

Using VoiceOver with Maps

With VoiceOver, you can zoom in or out, select a pin, or get information about a location.

Explore the map: Drag your finger around the screen, or swipe left or right to move to another item.

Zoom in or out: Select the map, set the rotor to Zoom, then swipe up or down with one finger.

Pan the map: Swipe with three fingers.

Browse visible points of interest: Set the rotor to Points of Interest, then swipe up or down with one finger.

Follow a road: Hold your finger down on the road, wait until you hear "pause to follow," then move your finger along the road while listening to the guide tone. The pitch increases when you stray from the road.

Select a pin: Touch a pin, or swipe left or right to select the pin.

Get information about a location: With a pin selected, double-tap to display the information flag. Swipe left or right to select the More Info button, then double-tap to display the information page.

Editing videos and voice memos with VoiceOver

You can use VoiceOver gestures to trim Camera videos and Voice Memo recordings.

Trim a voice memo: On the Voice Memos screen, select the button to the right of the memo you want to trim, then double-tap. Then select Trim Memo and double-tap. Select the beginning or end of the trim tool. Flick up to drag right, or flick down to drag left. VoiceOver announces the amount of time the current position will trim from the recording. To complete the trim, select Trim Voice Memo and double-tap.

Trim a video: While viewing a video, double-tap the screen to display the video controls. Select the beginning or end of the trim tool. Then flick up to drag to the right, or flick down to drag to the left. VoiceOver announces the amount of time the current position will trim from the recording. To complete the trim, select Trim and double-tap.

Controlling VoiceOver using an Apple Wireless Keyboard

You can control VoiceOver using an Apple Wireless Keyboard paired with iPod touch. See Apple Wireless Keyboard on page 24.

VoiceOver Help speaks keys or keyboard commands as you type them. You can use VoiceOver Help to learn the keyboard layout and the actions associated with key combinations.

Use VoiceOver keyboard commands to navigate the screen, select items, read screen contents, adjust the rotor, and perform other VoiceOver actions. Most keyboard commands use the Control-Option key combination, abbreviated in the table below as "VO."

VoiceOver keyboard commands
VO = Control-Option

- *Read all, starting from the current position:* VO–A
- *Read from the top:* VO–B
- *Move to the status bar:* VO–M
- *Press the Home button:* VO–H
- *Select the next or previous item:* VO–Right Arrow or VO–Left Arrow
- *Tap an item:* VO–Space bar
- *Open the Item Chooser:* VO–I

- *Double-tap with two fingers:* VO–"-"
- *Select the next or previous item specified by the rotor:* VO–Up Arrow or VO–Down Arrow
- *Adjust the speech rotor:* VO–Command–Left Arrow or VO–Command–Right Arrow
- *Adjust the setting specified by the speech rotor:* VO–Command–Up Arrow or VO–Command–Down Arrow
- *Mute or unmute VoiceOver:* VO–S
- *Switch apps:* Command–Tab or Command–Shift–Tab
- *Turn the screen curtain on or off:* VO–Shift–S
- *Turn on VoiceOver help:* VO–K
- *Return to the previous screen, or turn off VoiceOver help:* Escape

Quick Nav
Turn on Quick Nav to control VoiceOver using the arrow keys.

- *Turn Quick Nav on or off:* Left Arrow–Right Arrow
- *Select the next or previous item:* Right Arrow or Left Arrow
- *Select the next or previous item specified by the rotor:* Up Arrow or Down Arrow
- *Select the first or last item:* Control–Up Arrow or Control–Down Arrow
- *"Tap" an item:* Up Arrow–Down Arrow
- *Scroll up, down, left, or right:* Option–Up Arrow, Option–Down Arrow, Option–Left Arrow, or Option–Right Arrow
- *Adjust the rotor:* Up Arrow–Left Arrow or Up Arrow–Right Arrow

You can also use the number keys on an Apple Wireless Keyboard to enter numbers in Calculator.

Single-letter Quick Nav for the web
When you view a webpage with Quick Nav enabled, you can use the following keys on the keyboard to navigate the page. To move to the next item of the indicated type, press the corresponding key. To move to the previous item, hold the Shift key as you type the letter.

- *Heading:* H
- *Link:* L
- *Text field:* R
- *Button:* B
- *Form control:* C
- *Image:* I
- *Table:* T
- *Static text:* S
- *ARIA landmark:* W
- *List:* X
- *Item of the same type:* M
- *Level 1 heading:* 1
- *Level 2 heading:* 2
- *Level 3 heading:* 3
- *Level 4 heading:* 4
- *Level 5 heading:* 5
- *Level 6 heading:* 6

Using a braille display with VoiceOver

You can use a refreshable Bluetooth braille display to read VoiceOver output in braille, and you can use a braille display with input keys and other controls to control iPod touch when VoiceOver is turned on. iPod touch works with many wireless braille displays. For a list of supported displays, go to www.apple.com/accessibility/iphone/braille-display.html.

Set up a braille display: Turn on the display, then go to Settings > General > Bluetooth and turn on Bluetooth. Then go to Settings > General > Accessibility > VoiceOver > Braille and choose the display.

Turn contracted or eight-dot braille on or off: Go to Settings > General > Accessibility > VoiceOver > Braille.

For information about common braille commands for VoiceOver navigation and information specific to certain displays, go to support.apple.com/kb/HT4400.

The braille display uses the language that's set for Voice Control. This is normally the language set for iPod touch in Settings > International > Language. You can use the VoiceOver language setting to set a different language for VoiceOver and braille displays.

Set the language for VoiceOver: Go to Settings > General > International > Voice Control, then choose the language.

If you change the language for iPod touch, you may need to reset the language for VoiceOver and your braille display.

You can set the leftmost or rightmost cell of your braille display to provide system status and other information:

- Announcement History contains an unread message
- The current Announcement History message hasn't been read
- VoiceOver speech is muted
- The iPod touch battery is low (less than 20% charge)
- iPod touch is in landscape orientation
- The screen display is turned off
- The current line contains additional text to the left
- The current line contains additional text to the right

Set the leftmost or rightmost cell to display status information: Go to Settings > General > Accessibility > VoiceOver > Braille > Status Cell, and tap Left or Right.

See an expanded description of the status cell: On your braille display, press the status cell's router button.

Siri

With Siri, you can do things with your iPod touch, such as opening apps, just by asking, and VoiceOver can read Siri responses to you. For information, see Chapter 4, Siri, on page 35.

Triple-click Home

Triple-click Home lets you turn some Accessibility features on or off by pressing the Home button ⬜ quickly three times. You can use Triple-click Home for:

- VoiceOver
- Invert Colors
- Zoom
- AssistiveTouch
- Guided Access (Triple-click Home starts Guided Access if it's already turned on. See Guided Access on page 116.)

Set the Triple-click Home function: Go to Settings > General > Accessibility > Triple-click Home. If you select more than one, you're asked which one you want to control whenever you triple-click the Home button.

Slow down the click speed: Go to Settings > General > Accessibility > Home-click Speed.

Zoom

Many apps let you zoom in or out on specific items. For example, you can double-tap or pinch to expand webpage columns in Safari. But, there's also a Zoom accessibility feature that lets you magnify the entire screen of any app you're using. And, you can use Zoom together with VoiceOver.

Turn Zoom on or off: Go to Settings > General > Accessibility > Zoom. Or use Triple-click Home. See Triple-click Home on page 115.

Zoom in or out: Double-tap the screen with three fingers.

Vary the magnification: With three fingers, tap and drag up or down. The tap-and-drag gesture is similar to a double-tap, except you don't lift your fingers on the second tap—instead, drag your fingers on the screen. Once you start dragging, you can drag with a single finger. iPod touch returns to the adjusted magnification when you zoom out and in again using the three-finger double-tap.

Pan around the screen: While zoomed in, drag the screen with three fingers. Once you start dragging, you can drag with a single finger so that you can see more of the screen. Or hold a single finger near the edge of the display to pan to that side. Move your finger closer to the edge to pan more quickly. When you open a new screen, Zoom goes to the top-middle of the screen.

While using Zoom with an Apple Wireless Keyboard (see Apple Wireless Keyboard on page 24), the screen image follows the insertion point, keeping it in the center of the display.

Large Text

Large Text lets you increase the text size in alerts, and in Calendar, Contacts, Mail, Messages, and Notes.

Set the text size: Go to Settings > General > Accessibility > Large Text.

Large Text can only be turned on or off in iPod touch settings.

Invert Colors

Sometimes, inverting the colors on the iPod touch screen may make it easier to read. When Invert Colors is turned on, the screen looks like a photographic negative.

Invert the screen's colors: Go to Settings > General > Accessibility > Invert Colors.

Speak Selection

Even with VoiceOver turned off, you can have your iPod touch read aloud any text you can select.

Turn on Speak Selection: Go to Settings > General > Accessibility > Speak Selection. There you can also:

- Adjust the speaking rate
- Choose to have individual words highlighted as they're read

Have text read to you: Select the text, then tap Speak.

Speak Auto-text

Speak Auto-text speaks the text corrections and suggestions iPod touch makes when you type.

Turn Speak Auto-text on or off: Go to Settings > General > Accessibility > Speak Auto-text.

Speak Auto-text also works with VoiceOver and Zoom.

Mono Audio

Mono Audio combines the left and right stereo channels into a mono signal played through both channels. You can adjust the balance of the mono signal for greater volume on the right or left.

Turn Mono Audio on or off and adjust the balance: Go to Settings > General > Accessibility > Mono Audio.

Assignable tones

You can assign distinctive ringtones to people in your contacts list for audible FaceTime caller ID. You can also assign distinct tones to alert you of a variety of other events, including new mail, sent mail, Tweet, Facebook Post, and reminders. See Sounds on page 125.

You can purchase ringtones from the iTunes Store on iPod touch. See Chapter 25, iTunes Store, on page 91.

Guided Access

Guided Access helps someone using iPod touch to stay focused on a particular task. Guided Access limits iPod touch to a single app, and lets you control which app features are available. Use Guided Access to:

- Temporarily restrict iPod touch to a particular app
- Disable areas of the screen that aren't relevant to a task, or areas where an accidental gesture might cause a distraction
- Disable the iPod touch hardware buttons

Use Guided Access: Go to Settings > General > Accessibility > Guided Access, where you can:

- Turn Guided Access on or off
- Set a passcode that controls the use of Guided Access and prevents someone from leaving an active session
- Set whether iPod touch can go to sleep during a session

Start a Guided Access session: Open the app you want to run, then triple-click the Home button. Adjust settings for the session, then click Start.

- *Disable app controls and areas of the app screen:* Circle any part of the screen you want to disable. You can use the handles to adjust the area.
- *Ignore all screen touches:* Turn off Touch.
- *Keep iPod touch from switching from portrait to landscape or from responding to any other motions:* Turn off Motion.

End a Guided Access session: Triple-click the Home button and enter the Guided Access passcode.

AssistiveTouch

AssistiveTouch helps you use iPod touch if you have difficulty touching the screen or pressing the buttons. You can use a compatible adaptive accessory (such as a joystick) together with AssistiveTouch to control iPod touch. You can also use AssistiveTouch without an accessory to perform gestures that are difficult for you.

Turn on AssistiveTouch: Go to Settings > General > Accessibility > AssistiveTouch. To set Triple-click Home to turn AssistiveTouch on or off, go to Settings > General > Accessibility > Triple-click Home.

Adjust the tracking speed (with accessory attached): Go to Settings > General > Accessibility > AssistiveTouch > Touch speed.

Show or hide the AssistiveTouch menu: Click the secondary button on your accessory.

Move the menu button: Drag it to any location on the screen.

Hide the menu button (with accessory attached): Go to Settings > General > Accessibility > AssistiveTouch > Always Show Menu.

Perform a swipe or drag that uses 2, 3, 4, or 5 fingers: Tap the menu button, tap Gestures, and then tap the number of digits needed for the gesture. When the corresponding circles appear on the screen, flick or drag in the direction required by the gesture. When you finish, tap the menu button.

Perform a pinch gesture: Tap the menu button, tap Favorites, and then tap Pinch. When the pinch circles appear, touch anywhere on the screen to move the pinch circles, then drag the pinch circles in or out to perform a pinch gesture. When you finish, tap the menu button.

Create your own gesture: Tap the menu button, tap Favorites, and then tap an empty gesture placeholder. Or go to Settings > General > Accessibility > AssistiveTouch > Create New Gesture.

Lock or rotate the screen, adjust iPod touch volume, or simulate shaking iPod touch: Tap the menu button, then tap Device.

Simulate pressing the Home button: Tap the menu button, then tap Home.

Exit a menu without performing a gesture: Tap anywhere outside the menu.

Widescreen keyboards

Many apps, including Mail, Safari, Messages, Notes, and Contacts, let you rotate iPod touch when you're typing, so you can use a larger keyboard.

Voice Control

Voice Control lets you control iPod music playback using voice commands. See Siri and Voice Control on page 45.

Closed captioning

Turn on closed captioning for videos: Go to Settings > Videos > Closed Captioning.

Note: Not all video content includes closed captions.

Accessibility in OS X

Take advantage of the accessibility features in OS X when you use iTunes to sync information and content from your iTunes library to iPod touch. In the Finder, choose Help > Help Center, then search for "accessibility."

For more information about iPod touch and OS X accessibility features, go to www.apple.com/accessibility.

Settings

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Settings lets you configure iPod touch, set app options, add accounts, and set other preferences. See other chapters for information about settings for the built-in apps. For example, for Safari settings, see Chapter 15, Safari, on page 71.

Airplane mode

Airplane mode disables the wireless features in order to reduce potential interference with aircraft operation and other electrical equipment.

Turn on airplane mode: Go to Settings and turn on airplane mode.

When airplane mode is on, ✈ appears in the status bar at the top of the screen. No Wi-Fi or Bluetooth signals are emitted from iPod touch. You won't be able to use apps or features that depend on these signals, such as connecting to the Internet. If allowed by the aircraft operator and applicable laws and regulations, you can use iPod touch and apps that don't require these signals.

If Wi-Fi is available and allowed by the aircraft operator and applicable laws and regulations, go to Settings > Wi-Fi to turn it on. You can also turn on Bluetooth in Settings > Bluetooth.

Wi-Fi

Joining Wi-Fi networks

Wi-Fi settings determine whether iPod touch uses local Wi-Fi networks to connect to the Internet. When iPod touch is joined to a Wi-Fi network, the Wi-Fi icon 🛜 in the status bar at the top of the screen shows signal strength. The more bars you see, the stronger the signal.

Once you join a Wi-Fi network, iPod touch connects to it whenever the network is in range. If more than one previously used network is in range, iPod touch joins the one last used.

You can also use iPod touch to set up a new AirPort base station that provides Wi-Fi services to your home or office. See Setting up an AirPort base station on page 120.

Turn Wi-Fi on or off: Go to Settings > Wi-Fi. You can:

- *Set iPod touch to ask if you want to join a new network:* Turn "Ask to Join Networks" on or off. If "Ask to Join Networks" is off, you must manually join a network to connect to the Internet when a previously used network isn't available.
- *Forget a network, so iPod touch doesn't join it:* Tap ⊙ next to a network you've joined before. Then tap "Forget this Network."

- *Join a closed Wi-Fi network:* In the list of network names, tap Other, then enter the name of the closed network. You must already know the network name, password, and security type to connect to a closed network.

- *Adjust the settings for connecting to a Wi-Fi network:* Tap ⊙ next to a network. You can set an HTTP proxy, define static network settings, turn on BootP, or renew the settings provided by a DHCP server.

Setting up an AirPort base station

An AirPort base station provides a Wi-Fi connection to your home, school, or small business network. You can use iPod touch to set up a new AirPort Express, AirPort Extreme, or Time Capsule base station.

Use the AirPort Setup Assistant: Go to Settings > Wi-Fi. Under "Set up an AirPort base station," tap the name of the base station you want to set up. Then follow the onscreen instructions.

If the base station you want to set up isn't listed, make sure that it has power, that you're within range, and that it hasn't already been configured. You can only set up base stations that are new or have been reset. Some older AirPort base stations cannot be set up using an iOS device. For setup instructions, see the documentation that came with the base station.

Manage an AirPort network: If iPod touch is connected to an AirPort base station, tap ⊙ next to the network name. If you haven't already downloaded AirPort Utility, the App Store opens so you can get it.

VPN

Your organization may use a VPN to communicate private information securely over a non-private network. You may need to configure VPN, for example, to access your work email. This setting appears when you have VPN configured on iPod touch, allowing you to turn VPN on or off. See VPN on page 122.

Bluetooth

iPod touch can connect wirelessly to Bluetooth devices such as headsets, headphones, and car kits for music listening and hands-free talking. You can also connect the Apple Wireless Keyboard with Bluetooth. See Apple Wireless Keyboard on page 24.

Turn Bluetooth on or off: Go to Settings > Bluetooth.

Connect to a Bluetooth device: Tap the device in the Devices list, then follow the onscreen instructions to connect to it. See the documentation that came with the device for more information about Bluetooth pairing.

Do Not Disturb and Notifications

Push notifications appear in Notification Center and alert you to new information, even when the associated app isn't running. Notifications vary by app, but may include text or sound alerts, and a numbered badge on the app icon on the Home screen.

Turn off all notifications: Go to Settings and turn on Do Not Disturb. If it's on and iPod touch is locked, all notifications are silenced, but alarms will still sound. You can set the following options in Settings > Notifications > Do Not Disturb:

- *Automatically turn on Do Not Disturb:* Turn on Scheduled, then set the time when you don't want to be disturbed. iPod touch automatically turns on Do Not Disturb during this period every day.

- *Allow some FaceTime calls during Do Not Disturb:* When Do Not Disturb is on, FaceTime calls are silenced. To allow some callers to ring through, tap Allow Calls From. You can allow calls from your Favorites list or other Contacts groups you define. For information about Favorites, see Chapter 27, Contacts, on page 95.

- *Allow persistent callers to ring through:* Turn on Repeated Calls. If the same caller (based on their FaceTime ID) calls you twice within three minutes, iPod touch will ring.

Turn an app's notifications on or off: Go to Settings > Notifications. Tap an item in the list, then turn notifications on or off for that item. Apps that have notifications turned off appear in the Not In Notification Center list.

Change how notifications appear: Go to Settings > Notifications. You can:

- *Change the number of notifications:* Choose an item in the In Notification Center list. To set how many notifications of this type appear in Notification Center, tap Show.

- *Change the alert styles:* Choose an item in the In Notification Center list. Choose an alert style, or select None to turn off alerts and banners. Notifications will still appear in Notification Center.

- *Change the order of notifications:* Tap Edit. Drag the notifications into the order you want. To turn off a notification, drag it to the Not In Notification Center list.

- *Display numbered badges on apps with notifications:* Choose an item in the In Notification Center list and turn on Badge App Icon.

- *Hide alerts from an app when iPod touch is locked:* Choose the app in the In Notification Center list, then turn off "View in Lock Screen."

Some apps have additional options. For example, Messages lets you specify whether to include message previews in the notification, or whether to display iMessage notifications only from senders who are in Contacts.

Remove Post and Tweet from Notification Center: These sharing options appear only if you have Facebook or Twitter accounts configured. To remove these buttons, go to Settings > Notifications > Share Widget.

General

General settings include network, sharing, security, and other settings. You can also find information about your iPod touch, and reset various iPod touch settings.

About

Display information about iPod touch: Go to Settings > General > About. The items you can view include:

- Available storage space
- Serial number
- iOS version
- Network addresses
- Legal notices, license, and regulatory marks.

To copy the serial number and other identifiers, touch and hold the identifier until Copy appears.

Change the device name: Go to Settings > General > About, then tap Name. The device name is used by both iTunes and iCloud.

To help Apple improve products and services, iPod touch sends diagnostic and usage data. This data does not personally identify you but may include location information.

View or turn off diagnostic information: Go to Settings > General > About > Diagnostics & Usage.

Restrict or reset Ad Tracking: Go to Settings > General > About > Advertising. Turn on Limit Ad Tracking to prevent apps from accessing your iPod touch's advertising identifier. For more information, tap Learn More.

Software Update

Software Update lets you download and install iOS updates from Apple.

Update to the latest iOS version: Go to Settings > General > Software Update.

If a newer version of iOS is available, follow the onscreen instructions to download and install it.

Usage

View usage information: Go to Settings > General > Usage. You can:

- View and delete iCloud backups, turn off backing up the Camera Roll, and buy additional storage
- View each app's storage
- See the elapsed time since iPod touch has been charged

Siri

Enable Siri: Go to Settings > General > Siri.

For information about using Siri and changing Siri settings, see Setting options for Siri on page 38.

VPN

VPNs used within organizations allow you to communicate private information securely over a non-private network. You may need to configure VPN, for example, to access your work email. Ask the network's administrator for the settings necessary to configure VPN for your network. After one or more VPN settings are defined you can:

- *Turn VPN on or off:* Go to Settings > VPN.
- *Switch between VPNs:* Go to Settings > General > VPN, then choose a configuration.

iTunes Wi-Fi Sync

You can sync iPod touch with iTunes on a computer that is connected to the same Wi-Fi network.

Enable iTunes Wi-Fi Sync: To set up Wi-Fi syncing for the first time, connect iPod touch to the computer that you want to sync with. For instructions see Syncing with iTunes on page 15.

After you configure Wi-Fi Sync, iPod touch automatically syncs with iTunes once a day, when:

- iPod touch is connected to a power source,
- iPod touch and your computer are both connected to the same Wi-Fi network, and
- iTunes on your computer is running.

Spotlight Search

The Spotlight Search setting lets you specify the content areas searched by Search, and rearrange the order of the results.

Set which content areas are searched by Search: Go to Settings > General > Spotlight Search, then select the items to search. You can also change the order of the result categories.

Auto-Lock

Locking iPod touch turns off the display in order to save the battery and prevent unintended operation of iPod touch.

Set the amount of time before iPod touch locks: Go to Settings > General > Auto-Lock, then choose a time.

Passcode Lock

By default, iPod touch doesn't require you to enter a passcode to unlock it.

Set a passcode: Go to Settings > General > Passcode Lock and set a 4-digit passcode. To increase security, turn off Simple Passcode and use a longer passcode.

If you forget your passcode, you must restore the iPod touch software. See Updating and restoring iPod touch software on page 135.

Allow access when iPod touch is locked: Go to Settings > General > Passcode Lock. You can use the following without unlocking iPod touch:

- Siri (see Setting options for Siri on page 38)
- Passbook (see Chapter 13, Passbook, on page 68)

Erase data after ten failed passcode attempts: Go to Settings > General > Passcode Lock and tap Erase Data. After ten failed passcode attempts, all settings are reset, and all your information and media are erased by removing the encryption key to the data (which is encrypted using 256-bit AES encryption).

Restrictions

You can set restrictions for some apps and for purchased content. For example, parents can restrict explicit music from being seen on playlists, or prevent the installation of apps.

Turn on restrictions: Go to Settings > General > Restrictions, then tap Enable Restrictions. You'll be asked to define a restrictions passcode that's necessary in order to change the settings you make. This is distinct from the passcode for unlocking iPod touch.

Important: If you forget your restrictions passcode, you must restore the iPod touch software. See Updating and restoring iPod touch software on page 135.

You can set restrictions for the following apps:

- Safari
- Camera (and apps that use the camera)
- FaceTime
- iTunes Store
- iBookstore
- Siri

You can also restrict the following:

- *Installing Apps:* The App Store is disabled and its icon is removed from the Home screen. You cannot install apps on iPod touch.
- *Deleting Apps:* You cannot delete apps from iPod touch. ⊗ doesn't appear on app icons when you're customizing the Home screen.
- *Explicit Language:* Siri attempts to replace explicit words you speak by replacing them with asterisks and beep sounds.
- *Privacy:* The privacy settings for Location Services, Contacts, Calendars, Reminders, Photos, Bluetooth Sharing, Twitter, and Facebook can each be locked.
- *Accounts:* The current Mail, Contacts, Calendar settings are locked. You cannot add, modify, or delete accounts. You also cannot modify iCloud settings.
- *Find My Friends:* The current Find My Friends settings are locked. This option is available when the Find My Friends app is installed.
- *Volume Limit:* The current sound volume limit setting is locked.
- *In-App Purchases:* When In-App Purchases is turned off, you can't purchase additional content or functionality for apps you download from the App Store.
- *Require Passwords:* Requires you to enter your Apple ID for in-app purchases after the time period you specify.
- *Content Restrictions:* Tap Ratings For, then select a country from the list. Then set restrictions for music and podcasts, books, movies, TV shows, and apps. Content that doesn't meet the rating you select won't appear on iPod touch.
- *Multiplayer Games:* When Multiplayer Games is off, you can't request a match, send or receive invitations to play games, or add friends in Game Center.
- *Adding Friends:* When Adding Friends is off, you can't make or receive friend requests in Game Center. If Multiplayer Games is turned on, you can continue to play with existing friends.

Date & Time

These settings affect the time shown in the status bar at the top of the screen, and in world clocks and calendars.

Set whether iPod touch shows 24-hour time or 12-hour time: Go to Settings > General > Date & Time, then turn 24-Hour Time on or off. (24-Hour Time may not be available in all areas.)

Set whether iPod touch updates the date and time automatically: Go to Settings > General > Date & Time, then turn Set Automatically on or off. If you set iPod touch to update the time automatically, it gets the correct time based on your Wi-Fi connection. In some cases, iPod touch may not be able to automatically determine the local time.

Set the date and time manually: Go to Settings > General > Date & Time, then turn Set Automatically off. Tap Time Zone to set your time zone. Tap the Date & Time button, then tap Set Date & Time.

Keyboard

You can turn on keyboards for writing in different languages, and you can turn typing features, such as spell-checking, on or off. For information about the keyboard, see Typing on page 22.

For information about international keyboards, see Appendix A, International Keyboards, on page 127.

International

Go to Settings > General > International to set the following:

- The language for iPod touch
- The calendar format
- The language for Voice Control
- The keyboards you use
- The date, time, and telephone number formats

Accessibility

Go to Settings > General > Accessibility and turn on the features you want. See Chapter 31, Accessibility, on page 106.

Profiles

This setting appears if you install one or more profiles on iPod touch. Tap Profiles to see information about the profiles you've installed.

Reset

You can reset the word dictionary, network settings, home screen layout, and location warnings. You can also erase all of your content and settings.

Reset iPod touch: Go to Settings > General > Reset, then choose an option:

- *Erase all content and settings:* Your information, and settings are removed. iPod touch cannot be used until it's set up again.
- *Reset all settings:* All your preferences and settings are reset.
- *Reset network settings:* When you reset network settings, your list of previously used networks and VPN settings not installed by a configuration profile are removed. Wi-Fi is turned off and then back on, disconnecting you from any network you're on. The Wi-Fi and "Ask to Join Networks" settings remain turned on. To remove VPN settings installed by a configuration profile, go to Settings > General > Profile, then select the profile and tap Remove. This also removes other settings or accounts provided by the profile.
- *Reset the keyboard dictionary:* You add words to the keyboard dictionary by rejecting words iPod touch suggests as you type. Resetting the keyboard dictionary erases all words you've added.
- *Reset the Home screen layout:* Returns the built-in apps to their original layout on the Home screen.
- *Reset location & privacy:* Resets the location services and privacy settings to their factory defaults.

Sounds

You can set iPod touch to play a sound whenever you get a new message, email, Tweet, Facebook post, or reminder. You can also set sounds for appointments, sending an email, pressing keys, and locking iPod touch.

Change sound settings: Go to Settings > Sounds. Available options include:

- Adjust the alerts volume
- Set alerts and other tones
- Turn on keyboard clicks and a sound for when iPod touch locks

Brightness & Wallpaper

Screen brightness affects battery life. Dim the screen to extend the time before you need to recharge iPod touch.

Adjust the screen brightness: Go to Settings > Brightness & Wallpaper and drag the slider. If Auto-Brightness is turned on (iPod touch 4th generation only), iPod touch adjusts the screen brightness for current light conditions using the built-in ambient light sensor.

Wallpaper settings let you set an image or photo as wallpaper for the Lock screen or Home screen. See Changing the wallpaper on page 21.

Privacy

Privacy settings let you see and control which apps and system services have access to Location Services, and to your contacts, calendars, reminders, and photos.

Location Services lets location-based apps such as Reminders, Maps, and Camera gather and use data indicating your location. Your approximate location is determined using available information from local Wi-Fi networks (if you have Wi-Fi turned on). The location data collected by Apple isn't collected in a form that personally identifies you. When an app is using Location Services, ◢ appears in the menu bar.

Turn Location Services on or off: Go to Settings > Privacy > Location Services. You can turn it off for some or for all apps and services. If you turn off Location Services, you're prompted to turn it on again the next time an app or service tries to use it.

Turn Location Services off for system services: Several system services, such as location-based iAds, use Location Services. To see their status, turn them on or off, or show ◢ in the menu bar when these services use your location, go to Settings > Privacy > Location Services > System Services.

Turn off access to private information: Go to Settings > Privacy. You can see which apps have requested and been granted access to the following information:

- Contacts
- Calendar
- Reminders
- Photos
- Bluetooth Sharing
- Twitter
- Facebook

You can turn off each app's access to each category of information. Review the terms and privacy policy for each third-party app to understand how it uses the data it's requesting.

International Keyboards

Using international keyboards

International keyboards let you type text in many different languages, including Asian languages and languages written from right to left. For a list of supported keyboards, go to www.apple.com/ipodtouch/specs.html.

Manage keyboards: Go to Settings > General > International > Keyboards.

* *Add a keyboard:* Tap Add New Keyboard, then choose a keyboard from the list. Repeat to add more keyboards.
* *Remove a keyboard:* Tap Edit, tap ⛔ next to the keyboard you want to remove, then tap Delete.
* *Edit your keyboard list:* Tap Edit, then drag ≡ next to a keyboard to a new place in the list.

To enter text in a different language, switch keyboards.

Switch keyboards while typing: Touch and hold the Globe key 🌐 to show all your enabled keyboards. To choose a keyboard, slide your finger to the name of the keyboard, then release. The Globe key 🌐 appears only if you enable more than one keyboard.

You can also just tap 🌐. When you tap 🌐, the name of the newly activated keyboard appears briefly. Continue tapping to access other enabled keyboards.

Many keyboards provide letters, numbers, and symbols that aren't visible on the keyboard.

Enter accented letters or other characters: Touch and hold the related letter, number, or symbol, then slide to choose a variant. For example:

* *On a Thai keyboard:* Choose native numbers by touching and holding the related Arabic number.
* *On a Chinese, Japanese, or Arabic keyboard:* Suggested characters or candidates appear at the top of the keyboard. Tap a candidate to enter it, or flick left to see more candidates.

Use the extended candidate list: Tap the up arrow on the right to view the full candidate list.

* *Scroll the list:* Flick up or down.
* *Return to the short list:* Tap the down arrow.

When using certain Chinese or Japanese keyboards, you can create a shortcut for word and input pairs. The shortcut is added to your personal dictionary. When you type a shortcut while using a supported keyboard, the paired word or input is substituted for the shortcut.

Turn shortcuts on or off: Go to Settings > General > Keyboard > Shortcuts. Shortcuts are available for:

* Simplified Chinese: Pinyin
* Traditional Chinese: Pinyin and Zhuyin
* Japanese: Romaji and 50 Key

Special input methods

You can use keyboards to enter some languages in different ways. A few examples are Chinese Cangjie and Wubihua, Japanese Kana, and Facemarks. You can also use your finger or a stylus to write Chinese characters on the screen.

Build Chinese characters from the component Cangjie keys: As you type, suggested characters appear. Tap a character to choose it, or continue typing up to five components to see more options.

Build Chinese Wubihua (stroke) characters: Use the keypad to build Chinese characters using up to five strokes, in the correct writing sequence: horizontal, vertical, left falling, right falling, and hook. For example, the Chinese character 圈 (circle) should begin with the vertical stroke 丨.

- As you type, suggested Chinese characters appear (the most commonly used characters appear first). Tap a character to choose it.
- If you're not sure of the correct stroke, enter an asterisk (*). To see more character options, type another stroke, or scroll through the character list.
- Tap the match key (匹配) to show only characters that match exactly what you typed.

Write Chinese characters: Write Chinese characters directly on the screen with your finger when Simplified or Traditional Chinese handwriting formats are turned on. As you write character strokes, iPod touch recognizes them and shows matching characters in a list, with the closest match at the top. When you choose a character, its likely follow-on characters appear in the list as additional choices

Touchpad
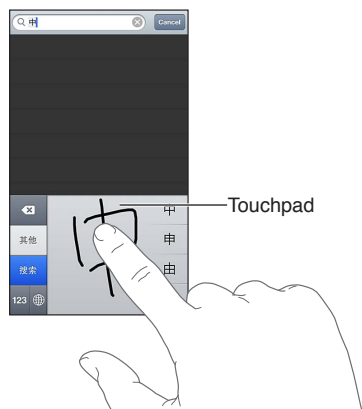
You can type some complex characters, such as 鱲 (part of the name for the Hong Kong International Airport), by writing two or more component characters in sequence. Tap the character to replace the characters you typed. Roman characters are also recognized.

Type Japanese kana: Use the Kana keypad to select syllables. For more syllable options, tap the arrow key and select another syllable or word from the window.

Type Japanese romaji: Use the Romaji keyboard to type syllables. Alternative choices appear along the top of the keyboard, tap one to type it. For more syllable options, tap the arrow key and select another syllable or word from the window.

Type facemarks or emoticons: Use the Japanese Kana keyboard and tap the ^_^ key. Or you can:

- *Use the Japanese Romaji keyboard (QWERTY-Japanese layout):* Tap the Number key 123, then tap the ^_^ key.
- *Use the Chinese (Simplified or Traditional) Pinyin or (Traditional) Zhuyin keyboard:* Tap the Symbols key, then tap the ^_^ key.

Safety, Handling, & Support

Important safety information

⚠️ *WARNING:* Failure to follow these safety instructions could result in fire, electric shock, or other injuries, or damage to iPod touch or other property. Read all the safety information below before using iPod touch.

Handling Handle iPod touch with care. It is made of metal, glass, and plastic and has sensitive electronic components inside. iPod touch can be damaged if dropped, burned, punctured, or crushed, or if it comes in contact with liquid. Don't use a damaged iPod touch, such as one with a cracked screen, as it may cause injury. If you're concerned about scratching, consider using a case.

Repairing Don't open iPod touch and don't attempt to repair iPod touch by yourself. Disassembling iPod touch may cause injury to you or damage to iPod touch. If iPod touch is damaged, malfunctions, or comes in contact with liquid, contact Apple or an Apple Authorized Service Provider. You can find more information about getting service at www.apple.com/support/ipod/service/faq.

Battery Don't attempt to replace the iPod touch battery yourself—you may damage the battery, which could cause overheating and injury. The lithium-ion battery in iPod touch should be replaced only by Apple or an Apple Authorized Service Provider, and must be recycled or disposed of separately from household waste. Don't incinerate the battery. For information about battery recycling and replacement, go to www.apple.com/batteries.

Distraction Using iPod touch in some circumstances can distract you and may cause a dangerous situation. Observe rules that prohibit or restrict the use of mobile devices or headphones (for example, avoid texting while driving a car or using headphones while riding a bicycle).

Navigation Maps, directions, Flyover, and location-based apps depend on data services. These data services are subject to change and may not be available in all areas, resulting in maps, directions, Flyover, or location-based information that may be unavailable, inaccurate, or incomplete. Compare the information provided on iPod touch to your surroundings, and defer to posted signs to resolve any discrepancies. Some Maps features require Location Services. See Privacy on page 126. Use common sense when navigating.

Charging Charge iPod touch with the included cable and power adapter or other third-party "Made for iPod" cables and power adapters that are compatible with USB 2.0. Using damaged cables or chargers, or charging when moisture is present, can cause electric shock. When you use the Apple USB Power Adapter to charge iPod touch, make sure that the AC plug or AC power cord is fully inserted into the adapter before you plug it into a power outlet. Power adapters may become warm during normal use, and prolonged contact may cause injury. Always allow adequate ventilation around power adapters when using them.

Hearing loss Listening to sound at high volumes may damage your hearing. Background noise, as well as continued exposure to high volume levels, can make sounds seem quieter than they actually are. Use only compatible receivers, earbuds, headphones, speakerphones, or earpieces with your device. Turn on the audio and check the volume before inserting anything in your ear. For more information about hearing loss, see www.apple.com/sound. For information about how to set a maximum volume limit on iPod touch, see Music settings on page 46.

> **WARNING:** To prevent possible hearing damage, do not listen at high volume levels for long periods.

Apple headsets The headsets sold with iPhone 4S or later in China (identifiable by dark insulating rings on the plug) are designed to comply with Chinese standards and are compatible with iPhone 4S or later, iPad 2 or later, and iPod touch 5th generation. Use only compatible headsets with your device.

Radio signals iPod touch uses radio signals to connect to wireless networks. For information about the amount of power used to transmit these signals, and about steps you can take to minimize exposure, see Settings > General > About > Legal > RF Exposure.

Radio frequency interference Observe signs and notices that prohibit or restrict the use of electronic devices (for example, in healthcare facilities or blasting areas). Although iPod touch is designed, tested, and manufactured to comply with regulations governing radio frequency emissions, such emissions from iPod touch can negatively affect the operation of other electronic equipment, causing them to malfunction. Turn off iPod touch or use Airplane Mode to turn off the iPod touch wireless transmitters when use is prohibited, such as while traveling in aircraft, or when asked to do so by authorities.

Medical devices iPod touch contains radios that emit electromagnetic fields. These electromagnetic fields may interfere with pacemakers or other medical devices. If you wear a pacemaker, maintain at least 6 inches (approximately 15 cm) of separation between your pacemaker and iPod touch. If you suspect iPod touch is interfering with your pacemaker or any other medical device, stop using iPod touch and consult your physician for information specific to your medical device. iPod touch has magnets near the bottom, and the included headphones also have magnets in the earbuds, which may interfere with pacemakers, defibrillators or other medical devices. Maintain at least 6 inches (approximately 15 cm) of separation between your pacemaker or defibrillator and iPod touch or the earbuds.

Medical conditions If you have any other medical condition that you believe could be affected by iPod touch (for example, seizures, blackouts, eyestrain, or headaches), consult with your physician prior to using iPod touch.

Explosive atmospheres Do not charge or use iPod touch in any area with a potentially explosive atmosphere, such as at a fueling area, or in areas where the air contains chemicals or particles (such as grain, dust, or metal powders). Obey all signs and instructions.

Repetitive motion When you perform repetitive activities such as typing or playing games on iPod touch, you may experience occasional discomfort in your hands, arms, wrists, shoulders, neck, or other parts of your body. If you experience discomfort, stop using iPod touch and consult a physician.

High-consequence activities This device is not intended for use where the failure of the device could lead to death, personal injury, or severe environmental damage.

iPod touch loop Certain activities when using the iPod touch loop may pose a risk of injury, especially if the loop becomes caught or trapped—for example, while working around machinery. Don't swing iPod touch when using the loop, as the loop might come off causing injury or damage.

Choking hazard Some iPod touch accessories may present a choking hazard to small children. Keep these accessories away from small children.

Important handling information

Cleaning Clean iPod touch immediately if it comes in contact with anything that may cause stains—such as dirt, ink, makeup, or lotions. To clean:

- Disconnect all cables and turn iPod touch off (press and hold the Sleep/Wake button, then slide the onscreen slider).
- Use a soft, lint-free cloth.
- Avoid getting moisture in openings.
- Don't use cleaning products or compressed air.

The front of iPod touch is made of glass with a fingerprint-resistant oleophobic (oil repellant) coating. This coating wears over time with normal usage. Cleaning products and abrasive materials will further diminish the coating, and may scratch the glass. Abrasive media may also scratch iPod touch.

Using connectors, ports, and buttons Never force a connector into a port or apply excessive pressure to a button, because this may cause damage that is not covered under the warranty. If the connector and port don't join with reasonable ease, they probably don't match. Check for obstructions and make sure that the connector matches the port and that you have positioned the connector correctly in relation to the port.

Lightning Discoloration of the Lightning plug after regular use is normal. Dirt, debris, and exposure to liquids may cause discoloration. To remove the discoloration or if the cable becomes warm during use or won't charge or sync your iPod touch, disconnect the Lightning cable from your computer or power adapter and clean it with a soft, dry, lint-free cloth. Do not use liquids or cleaning products when cleaning the Lightning connector.

Operating temperature iPod touch is designed to work in ambient temperatures between 32° and 95° F (0° and 35° C) and stored in temperatures between -4° and 113° F (-20° and 45° C). iPod touch can be damaged and battery life shortened if stored or operated outside of these temperature ranges. Avoid exposing iPod touch to dramatic changes in temperature or humidity. When you're using iPod touch or charging the battery, it is normal for iPod touch to get warm.

If the interior temperature of iPod touch exceeds normal operating temperatures (for example, in a hot car or in direct sunlight for extended periods of time), you may experience the following as it attempts to regulate its temperature:

- iPod touch stops charging.
- The screen dims.
- A temperature warning screen appears.
- Some apps may close.

Important: You may not be able to use iPod touch while the temperature warning screen is displayed. If iPod touch can't regulate its internal temperature, it goes into deep sleep mode until it cools. Move iPod touch to a cooler location out of direct sunlight and wait a few minutes before trying to use iPod touch again.

For more information, go to support.apple.com/kb/HT2101.

iPod touch Support

Comprehensive support information is available online at www.apple.com/support/ipodtouch. To contact Apple for personalized support (not available in all areas), see www.apple.com/support/contact.

Restarting and resetting iPod touch

If something isn't working right, try restarting iPod touch, forcing an app to close, or resetting iPod touch.

Restart iPod touch: Hold down the Sleep/Wake button until the red slider appears. Slide your finger across the slider to turn off iPod touch. To turn iPod touch back on, hold down the Sleep/Wake button until the Apple logo appears.

If you can't turn off iPod touch or if the problem continues, you may need to reset iPod touch. A reset should be done only if turning iPod touch off and on doesn't resolve the problem.

Force an app to close: Hold down the Sleep/Wake button for a few seconds until a red slider appears, then hold down the Home button ☐ until the app quits.

You can also remove an app from the recents list to force it to close. See Opening and switching between apps on page 17.

Reset iPod touch: Hold down the Sleep/Wake button and the Home button at the same time for at least ten seconds, until the Apple logo appears.

"Wrong Passcode" or "iPod touch is disabled" appears

If you forget your passcode or iPod touch displays an alert that it is disabled, see "iOS: Wrong passcode results in red disabled screen" at support.apple.com/kb/HT1212.

"This accessory is not supported by iPod touch" appears

The accessory you attached may not work with iPod touch. Make sure the USB cable and connectors are free of debris, and refer to the documentation that came with the accessory.

Can't view email attachments

If iPod touch can't view email attachments, try the following:

- *View an attached file:* Tap the attachment to open it in Quick Look. You may need to wait while it downloads before viewing.

- *Save an attached photo or video:* Tap the attachment to open it in Quick Look. You may need to wait while it downloads before viewing.

Quick Look supports the following document types:

- *.doc, .docx*—Microsoft Word
- *.htm, .html*—webpage
- *.key*—Keynote
- *.numbers*—Numbers
- *.pages*—Pages
- *.pdf*—Preview, Adobe Acrobat
- *.ppt, .pptx*—Microsoft PowerPoint
- *.rtf*—Rich Text Format
- *.txt*—text
- *.vcf*—contact information
- *.xls, .xlsx*—Microsoft Excel

For additional troubleshooting information, go to www.apple.com/support/ipodtouch.

Backing up iPod touch

You can use iCloud or iTunes to automatically back up iPod touch. If you choose to back up using iCloud, you can't also use iTunes to automatically back up to your computer, but you can use iTunes to manually back up to your computer.

Backing up with iCloud

iCloud backs up iPod touch daily over Wi-Fi, when it's connected to a power source and is locked. The date and time of the last backup is listed at the bottom of the Storage & Backup screen. iCloud backs up your:

- Purchased music, TV shows, apps, and books
- Photos and videos in your Camera Roll
- iPod touch settings
- App data
- Home screen and app organization
- Messages

Note: Purchased music isn't backed up in all areas and TV shows are not available in all areas.

If you didn't enable iCloud backup when you first set up iPod touch, you can turn it on in iCloud settings.

Turn on iCloud backups: Go to Settings > iCloud, then log in with your Apple ID and password, if required. Go to Storage & Backup, then turn on iCloud Backup.

Back up immediately: Go to Settings > iCloud > Storage & Backup, then tap Back Up Now.

Manage your backups: Go to Settings > iCloud > Storage & Backup, then tap Manage Storage. Tap the name of your iPod touch.

Turn Camera Roll backup on or off: Go to Settings > iCloud > Storage & Backup, then tap Manage Storage. Tap the name of your iPod touch, then turn Camera Roll backup on or off.

View the devices being backed up: Go to Settings > iCloud > Storage & Backup > Manage Storage.

Stop iCloud backups: Go to Settings > iCloud > Storage & Backup > Backup, then turn off iCloud Backup.

Music that isn't purchased in iTunes isn't backed up in iCloud. Use iTunes to back up and restore that content. See Syncing with iTunes on page 15.

Important: Backups for music or TV show purchases are not available in all areas. Previous purchases may be unavailable if they are no longer in the iTunes Store, App Store, or iBookstore.

Purchased content, as well as Photo Stream content, doesn't count against your 5 GB of free iCloud storage.

Backing up with iTunes

iTunes creates a backup of photos in your Camera Roll or Saved Photos album, and backups of text messages, notes, call history, your Favorites list, sound settings, and more. Media files, such as songs, and some photos, aren't backed up, but can be restored by syncing with iTunes.

When you connect iPod touch to the computer you normally sync with, iTunes creates a backup each time you:

- *Sync with iTunes:* iTunes syncs iPod touch each time you connect iPod touch to your computer. See Syncing with iTunes on page 15. iTunes won't automatically back up an iPod touch that isn't configured to sync with that computer.

- *Update or restore iPod touch:* iTunes always backs up iPod touch before updating and restoring.

iTunes can also encrypt iPod touch backups to secure your data.

Encrypt iPod touch backups: Select "Encrypt iPod touch backup" in the iTunes Summary pane.

Restore iPod touch files and settings: Connect iPod touch to the computer you normally sync with, select iPod touch in the iTunes window, and click Restore in the Summary pane.

For more information about backups, go to support.apple.com/kb/HT1766.

Removing an iTunes backup

You can remove an iPod touch backup from the list of backups in iTunes. You may want to do this, for example, if a backup was created on someone else's computer.

Remove a backup:
1 In iTunes, open iTunes Preferences.
- *Mac:* Choose iTunes > Preferences.
- *Windows:* Choose Edit > Preferences.
2 Click Devices (iPod touch doesn't need to be connected).
3 Select the backup you want to remove, then click Delete Backup.
4 Click Delete to confirm you wish to remove the selected backup, then click OK.

Updating and restoring iPod touch software

You can update iPod touch software in Settings or by using iTunes. You can also erase or restore iPod touch, and then use iCloud or iTunes to restore a backup.

Deleted data is no longer accessible via the iPod touch user interface, but it isn't erased from iPod touch. For information about erasing all content and settings, see Reset on page 125.

Updating iPod touch

You can update software in iPod touch Settings or by using iTunes.

Update wirelessly on iPod touch: Go to Settings > General > Software Update. iPod touch checks for available software updates.

Update software in iTunes: iTunes checks for available software updates each time you sync iPod touch using iTunes. See Syncing with iTunes on page 15.

For more information about updating iPod touch software, go to support.apple.com/kb/HT4623.

Restoring iPod touch

You can use iCloud or iTunes to restore iPod touch from a backup.

Restore from an iCloud backup: Reset iPod touch to erase all settings and information. Sign in to iCloud and choose Restore from a Backup in the Setup Assistant. See Reset on page 125.

Restore from an iTunes backup: Connect iPod touch to the computer you normally sync with, select iPod touch in the iTunes window, and click Restore in the Summary pane.

When the iPod touch software is restored, you can either set it up as a new iPod touch, or restore your music, videos, app data, and other content from a backup.

For more information about restoring iPod touch software, go to support.apple.com/kb/HT1414.

Learning more, service, and support

This table describes where to get more iPod touch-related safety, software, and service information.

To learn about	Do this
Using iPod touch safely	See Important safety information on page 129.
iPod touch service and support, tips, forums, and Apple software downloads	Go to www.apple.com/support/ipodtouch.
The latest information about iPod touch	Go to www.apple.com/ipodtouch.
Managing your Apple ID account	Go to appleid.apple.com.
Using iCloud	Go to www.apple.com/support/icloud.
Using iTunes	Open iTunes and choose Help > iTunes Help. For an online iTunes tutorial (may not be available in all areas), go to www.apple.com/support/itunes.
Using other Apple iOS apps	Go to www.apple.com/support/ios.
Obtaining warranty service	First follow the advice in this guide. Then go to www.apple.com/support/ipodtouch.
Viewing iPod touch regulatory information	On iPod touch, go to Settings > General > About > Legal > Regulatory.
Battery replacement service	Go to www.apple.com/batteries/replacements.html.

Disposal and recycling information

Your iPod touch must be disposed of properly according to local laws and regulations. Because this product contains a battery, the product must be disposed of separately from household waste. When your iPod touch reaches its end of life, contact Apple or your local authorities to learn about recycling options.

Battery replacement: The lithium-ion battery in iPod touch should be replaced only by Apple or an Apple Authorized Service Provider, and must be recycled or disposed of separately from household waste. For more information about battery replacement services, go to www.apple.com/batteries/replacements.html.

For information about Apple's recycling program, go to www.apple.com/recycling.

Türkiye

Türkiye Cumhuriyeti: EEE Yönetmeliğine Uygundur.

台灣

廢電池請回收

European Union—Disposal information

The symbol above means that according to local laws and regulations your product and/or its battery shall be disposed of separately from household waste. When this product reaches its end of life, take it to a collection point designated by local authorities. The separate collection and recycling of your product and/or its battery at the time of disposal will help conserve natural resources and ensure that it is recycled in a manner that protects human health and the environment.

Union Européenne—informations sur l'élimination: Le symbole ci-dessus signifie que, conformément aux lois et réglementations locales, vous devez jeter votre produit et/ou sa batterie séparément des ordures ménagères. Lorsque ce produit arrive en fin de vie, apportez-le à un point de collecte désigné par les autorités locales. La collecte séparée et le recyclage de votre produit et/ou de sa batterie lors de sa mise au rebut aideront à préserver les ressources naturelles et à s'assurer qu'il est recyclé de manière à protéger la santé humaine et l'environnement.

Europäische Union—Informationen zur Entsorgung: Das oben aufgeführte Symbol weist darauf hin, dass dieses Produkt und/oder die damit verwendete Batterie den geltenden gesetzlichen Vorschriften entsprechend und vom Hausmüll getrennt entsorgt werden muss. Geben Sie dieses Produkt zur Entsorgung bei einer offiziellen Sammelstelle ab. Durch getrenntes Sammeln und Recycling werden die Rohstoffreserven geschont und es ist sichergestellt, dass beim Recycling des Produkts und/oder der Batterie alle Bestimmungen zum Schutz von Gesundheit und Umwelt eingehalten werden.

Unione Europea—informazioni per lo smaltimento: Il simbolo qui sopra significa che, in base alle leggi e alle normative locali, il prodotto e/o la sua batteria dovrebbero essere riciclati separatamente dai rifiuti domestici. Quando il prodotto diventa inutilizzabile, portalo nel punto di raccolta stabilito dalle autorità locali. La raccolta separata e il riciclaggio del prodotto e/o della sua batteria al momento dello smaltimento aiutano a conservare le risorse naturali e assicurano che il riciclaggio avvenga nel rispetto della salute umana e dell'ambiente.

Europeiska unionen—information om kassering: Symbolen ovan betyder att produkten och/eller dess batteri enligt lokala lagar och bestämmelser inte får kastas tillsammans med hushållsavfallet. När produkten har tjänat ut måste den tas till en återvinningsstation som utsetts av lokala myndigheter. Genom att låta den uttjänta produkten och/eller dess batteri tas om hand för återvinning hjälper du till att spara naturresurser och skydda hälsa och miljö.

Brasil—Informações sobre descarte e reciclagem

O símbolo acima indica que este produto e/ou sua bateria não devem ser descartadas no lixo doméstico. Quando decidir descartar este produto e/ou sua bateria, faça-o de acordo com as leis e diretrizes ambientais locais. Para informações sobre substâncias de uso restrito, o programa de reciclagem da Apple, pontos de coleta e telefone de informações, visite www.apple.com/br/environment.

Apple and the environment

At Apple, we recognize our responsibility to minimize the environmental impacts of our operations and products. For more information, go to www.apple.com/environment.