My iPhone®

NINTH EDITION

COVERS

iOS 9 for iPhone 4s, 5, 5c, 5s, 6, 6 Plus, 6s, and 6s Plus

Brad Miser

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My iPhone®

NINTH EDITION

Brad Miser

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My iPhone®, Ninth Edition

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About the Author

Brad Miser has written extensively about technology, with his favorite topics being the amazing "i" devices, especially the iPhone, that make it possible to take our lives with us while we are on the move. In addition to *My iPhone*, Ninth Edition, Brad has written many other books, including *My iPhone for Seniors*, Second Edition; and *My Pages, Keynote, and Numbers*. He has also been an author, development editor, or technical editor for more than 50 other titles.

Brad is or has been a sales support specialist, the director of product and customer services, and the manager of education and support services for several software development companies. Previously, he was the lead proposal specialist for an aircraft engine manufacturer, a development editor for a computer book publisher, and a civilian aviation test officer/engineer for the U.S. Army. Brad holds a bachelor of science degree in mechanical engineering from California Polytechnic State University at San Luis Obispo and has received advanced education in maintainability engineering, business, and other topics.

Brad would love to hear about your experiences with this book (the good, the bad, and the ugly). You can write to him at bradmiser@icloud.com.

Dedication

To those who have given the last full measure of devotion so that the rest of us can be free.

Acknowledgments

To the following people on the *My iPhone* project team, my sincere appreciation for your hard work on this book:

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Que's production and sales team for printing the book and getting it into your hands.

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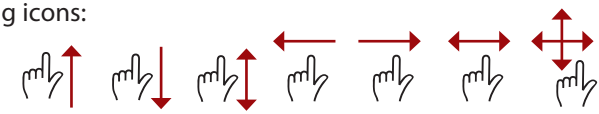
Using This Book

This book has been designed to help you transform an iPhone into *your* iPhone by helping you learn to use it easily and quickly. As you can tell, the book relies heavily on pictures to show you how an iPhone works. It is also task-focused so that you can quickly learn the specific steps to follow to do lots of cool things with your iPhone.

Using an iPhone involves lots of touching its screen with your fingers. When you need to tap part of the screen, such as a button or keyboard, you see a callout with the step number pointing to where you need to tap. When you need to swipe your finger along the screen, such as to browse lists, you see the following icons:



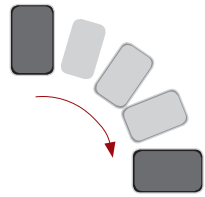
The directions in which you should slide your finger on the screen are indicated with arrows. When the arrow points both ways, you can move your finger in either direction. When the arrows point in all four directions, you can move your finger in any direction on the screen.

To zoom in or zoom out on screens, you unpinch or pinch, respectively, your fingers on the screen. These motions are indicated by the following icons:

When you need to tap once or twice, such as to zoom out or in, you see the following icons matching the number of times you need to tap:

If you use an iPhone 6s or iPhone 6s Plus, you can use pressure on the screen to activate certain functions. The following icons indicate when you should apply some pressure (called a peek) or slightly more pressure (called a pop):

When you can rotate your iPhone, you see this icon:



Occasionally, you shake the iPhone to activate a control. When you do, you see this icon:

As you can see on its cover, this book provides information about a number of iPhone models, which are the iPhone 4s, iPhone 5, iPhone 5s, iPhone 5c, iPhone 6, iPhone 6 Plus, iPhone 6s, and iPhone 6s Plus. Each of these models has specific features and capabilities that vary slightly from the others. Additionally, they have different screen sizes with the 4s being the smallest and the iPhone 6 Plus and iPhone 6s Plus being the largest.

Because of the variations between the models, the figures you see in this book may be slightly different than the screens you see on your iPhone. For example, the iPhone 6 has settings that aren't on the iPhone 5s, while the 5s and later models support Touch ID (fingerprint recognition), although the 4s and 5 don't. In most cases, you can follow the steps as they are written with any of these models even if there are minor differences between the figures and your screens.

When the model you are using doesn't support a feature being described, such as the Display Zoom that is on the iPhone 6 and later but not on earlier models, you can skip that information or read it to help you decide if you want to upgrade to a newer model.

Although there are many changes in iOS 9 that you will notice, some are significant and still others are entirely new. In the case of those features that have changed significantly, or are completely new, we have added indicator to the text and table of contents to help you easily locate them. When you see **New!** be sure to check out those tasks to quickly get up to speed on what's new in iOS 9.

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Tap to personalize your iPhone to make it your own

In this chapter, you learn how to make an iPhone into your iPhone. Topics include the following:

- Working with the Settings app
- Setting keyboard, language, and format options
- Configuring the Control Center
- Setting Do Not Disturb preferences
- Setting Privacy and Location Services preferences
- Setting Passcode, Touch ID, and Auto-Lock preferences
- Setting restrictions for content and apps

4

Configuring an iPhone to Suit Your Preferences

As you've seen in previous chapters, the Settings app enables you to configure various aspects of your iPhone, such as connecting your iPhone to a Wi-Fi network and configuring iCloud. The Settings app provides many other configuration tools that you can use to tailor how your iPhone works to suit your preferences. Perhaps the most important of these is the security of your iPhone that you can configure by setting a passcode and fingerprint recognition using Touch ID along with your privacy and location settings. You can also configure the keyboards available to you, the Control Center, Do Not Disturb hours, and how content on your phone can be accessed.

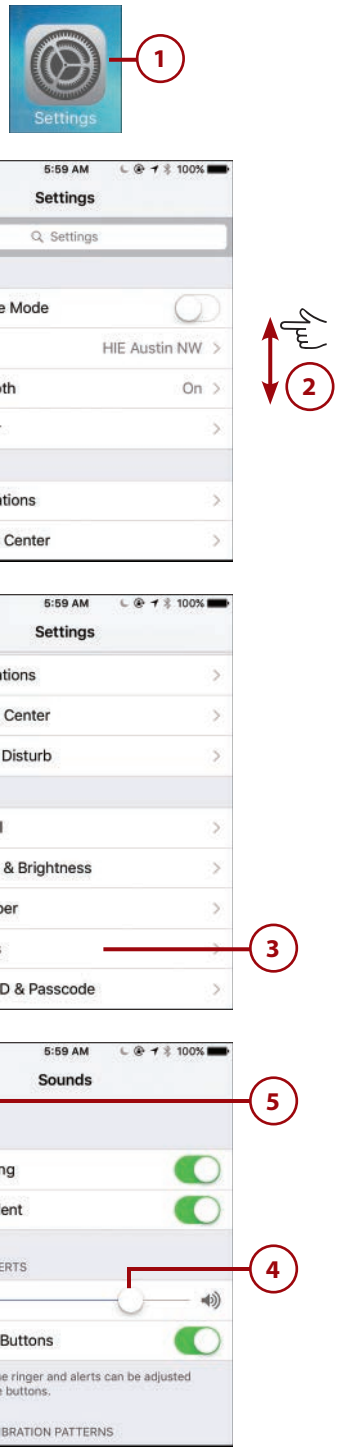
Working with the Settings App

Aptly named, the Settings app is where you configure the many settings that change how your iPhone looks, sounds, and works. Most of the tasks in this chapter involve the Settings app. Rather than repeat the first couple of steps within each task, it is more efficient to show you how the app works so you can easily access the controls you need for each task.

Using the Settings App on Any iPhone

You can work with the Settings app on any iPhone as follows:

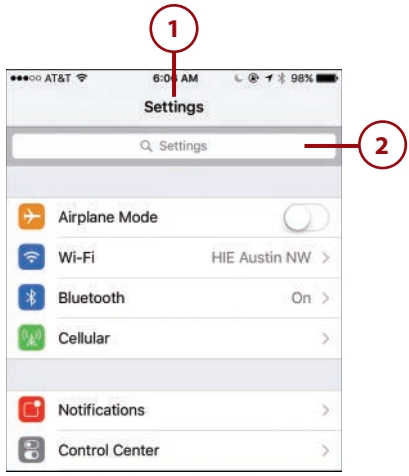
1. On the Home screen, tap Settings. The Settings app opens. The app is organized in sections starting at the top with Airplane Mode, Wi-Fi, Bluetooth, and Cellular.
2. Swipe up or down the screen to get to the settings area you want to use.
3. Tap the area you want to configure, such as Sounds.
4. Use the resulting controls to configure that area. The changes you make take effect immediately.
5. When you're done, you can leave the Settings app where it is or tap the back button, which is always located in the upper-left corner of the screen, until you get back to the main Settings screen to go into other Settings areas.

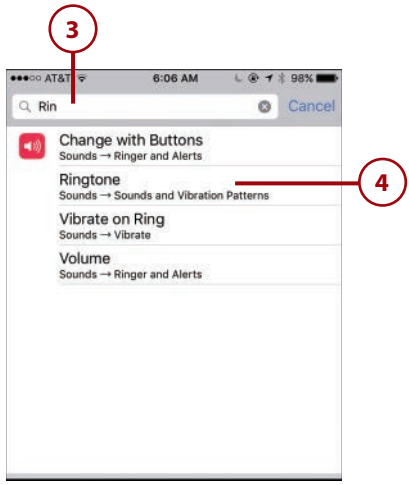


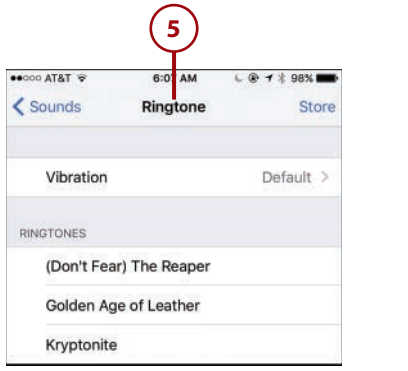
Searching for Settings

New! You can quickly find settings you need by searching for them:

1. Move into the Settings app.
2. Tap in the Search bar; if you don't see the Search bar, swipe down from the top of the Settings screen until it appears.
3. Type the setting for which you want to search. As you type, potential matches are shown on the list of results. Matches can include a settings area, such as Sounds, and specific settings, such as the ringtone and vibrations used when you receive a call.
4. Tap the setting you want to use.
5. Configure the setting you selected in the previous step.

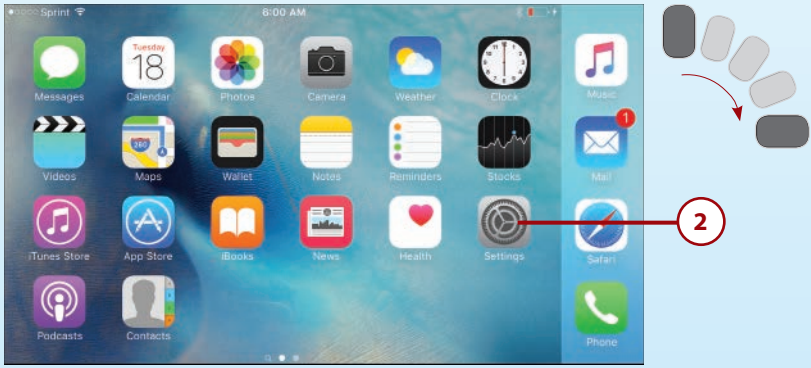




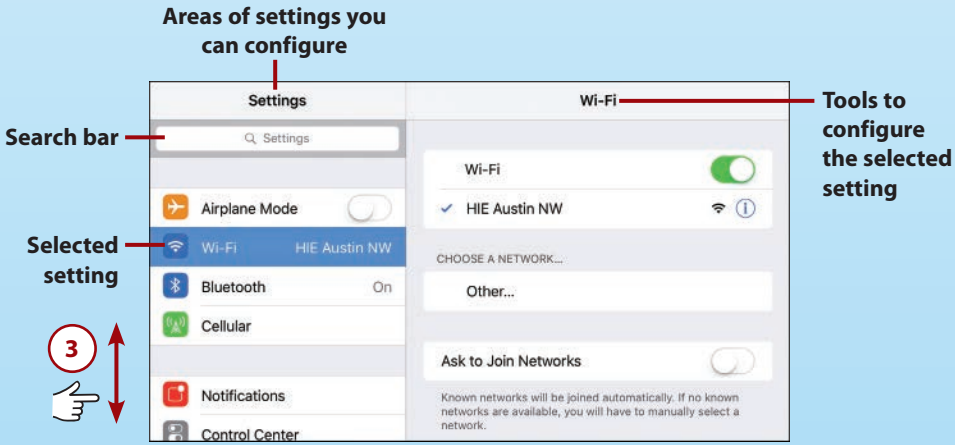


Using the Settings App on an iPhone 6/6s Plus

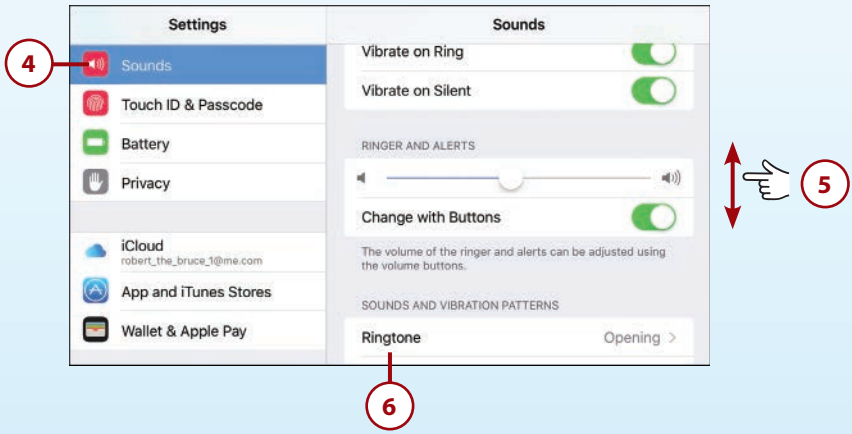
When you hold an iPhone 6/6s Plus in the horizontal orientation and use the Settings app, you can take advantage of the iPhone 6/6s Plus' split-screen feature as follows:



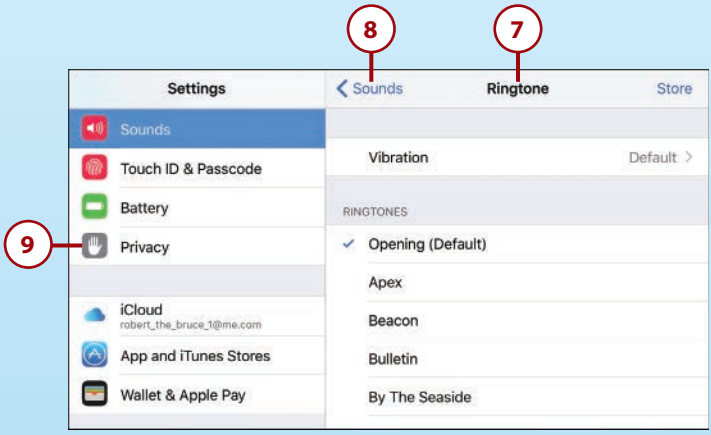
1. Hold the iPhone 6/6s Plus so it is horizontal.
2. Tap the Settings app to open it. In the left pane, you see the areas of the Settings app that you can configure. In the right pane, you see tools you can use to configure the selected function. The two panes are independent, making navigation easier than with other iPhones.



3. Swipe up or down on the left pane until you see the function, feature, or app you want to configure.



4. Tap the function, feature, or app you want to configure, such as Sounds. Its controls appear in the right pane.
5. Swipe up or down on the right pane until you see the specific setting you want to change.
6. Tap the setting you want to configure, such as Ringtone. Its controls appear in the right pane.



7. Use the tools in the right pane to configure the setting you selected in step 6. These work just as described in the previous task and throughout this chapter except that you move within the right pane instead of changing the entire screen.
8. To move back through the screens in the right pane, use the back button, which is labeled with the name of the screen you came from.
9. Tap another area in the left pane to configure it. As you can see, the split screen makes it very easy to quickly switch between areas in the Settings app.

Setting Keyboard, Language, and Format Options

You'll be working with text in many apps on your iPhone. You can customize a number of keyboard- and format-related options so text appears and behaves the way you want it to.

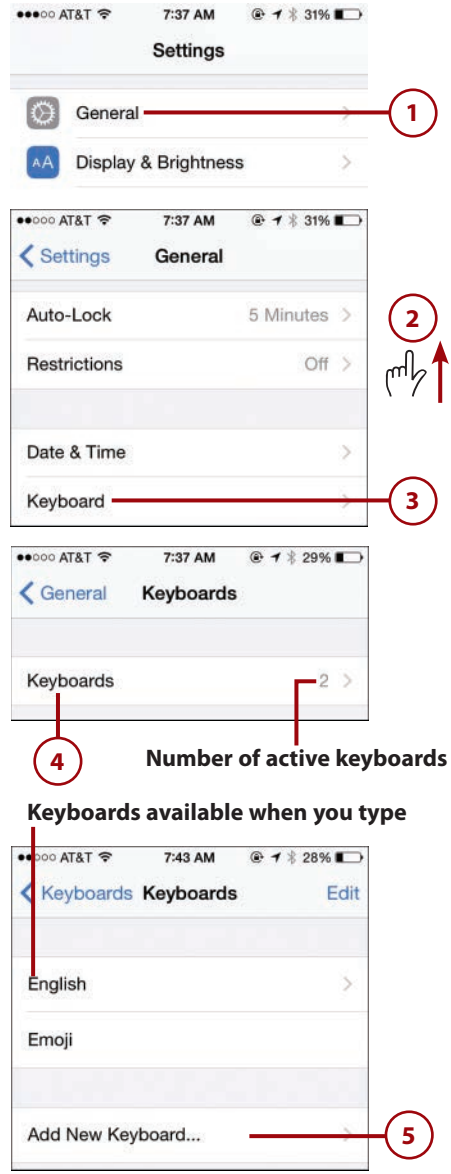
Setting Keyboard Preferences

You use the iPhone's keyboard to input text in many apps, including Mail, Messages, and so on. A number of settings determine how the keyboard works.

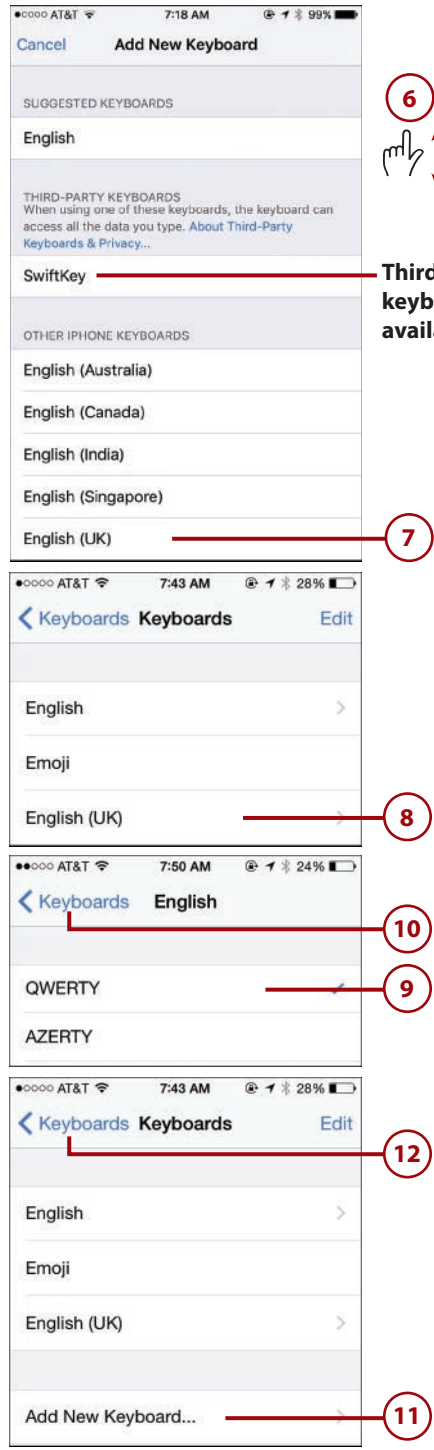
1. On the Settings screen, tap General.
2. Swipe up the screen.
3. Tap Keyboard.
4. Tap Keyboards. This enables you to activate more keyboards so that you can choose a specific language's keyboard when you are entering text. At the top of the screen, you see the keyboards that are available to you.
5. Tap Add New Keyboard.

Fun in Text

The Emoji keyboard allows you to include a huge variety of smiley faces, symbols, and other icons whenever you type. The Emoji keyboard is active by default; however, if you don't see it on the list of active keyboards, you can use these steps to activate it.



6. Swipe up and down the screen to browse the available keyboards.
7. Tap the keyboard you want to add.
8. Tap the keyboard you added in step 7.
9. Tap the keyboard layout you want to use.
10. Tap Keyboards.
11. Repeat steps 5–10 to add and configure additional keyboards.
12. Tap Keyboards. (Note that the Text Replacement option is explained in the next task.)



>>>Go Further

THIRD-PARTY KEYBOARDS

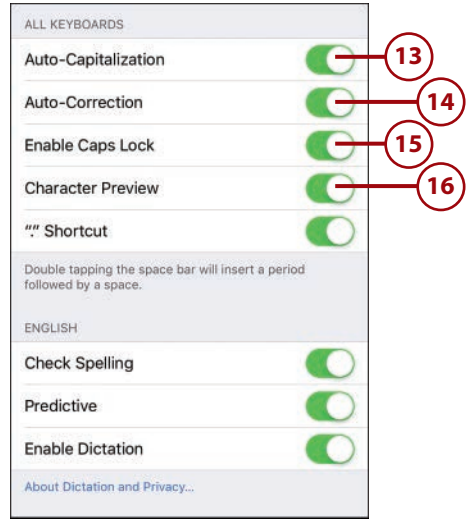
You can install and use keyboards that third parties provide (meaning not Apple) on your iPhone. To do this, open the App Store app and search for "keyboards for iPhone" or you can search for a specific keyboard by name if you know of one you want to try. (See Chapter 6, "Downloading Apps, Music, Movies, TV Shows, and More onto Your iPhone," for help using the App Store app.) After you have downloaded the keyboard you want to use, use steps 1 through 5 to move back to the Keyboards Settings screen. When you open the Add New Keyboard screen, you see a section called THIRD-PARTY KEYBOARDS in which you see the additional keyboards you have installed. Tap a keyboard in this section to activate it as you do with the default keyboards. When you move back to the Keyboards screen, you see the keyboard you just activated. Tap it to configure its additional options. Then you can use the new keyboard just like the others you have activated. Make sure you check out the documentation for any keyboards you download so you take advantage of all of their features.

13. To prevent your iPhone from automatically capitalizing as you type, set Auto-Capitalization to off (white).

14. To disable the automatic spell checking/correction, set Auto-Correction to off (white).

15. To disable the Caps Lock function, set the Enable Caps Lock to off (white).

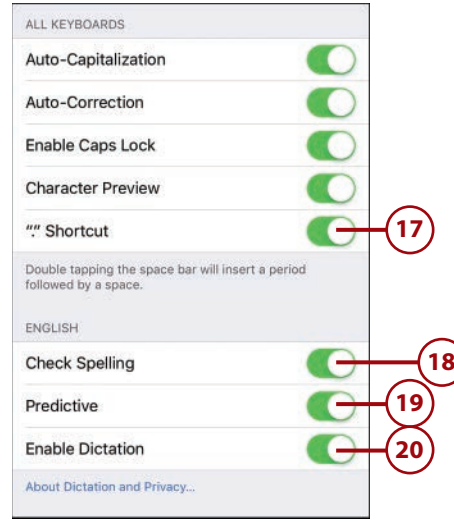
16. To prevent the character you type from being shown in a magnified pop-up as you type it, set the Character Preview switch to off (white).



Language Options

The options you see depend on the language being used. For example, if settings apply only to a specific language, you see them in that language's section.

17. To disable the shortcut that types a period followed by a space when you tap the spacebar twice, set the "." Shortcut switch to off (white). You must tap a period and the spacebar to type these characters when you end a sentence.
18. To disable the iPhone's Spell Checker, set the Check Spelling switch to off (white).
19. To disable the iPhone's Predictive Text feature (see Chapter 1), set the Predictive switch to off (white).
20. To disable the iPhone's dictation feature, set the Enable Dictation switch to off (white). The microphone key won't appear on the keyboard and you won't be able to dictate text.



Changing Keyboards

To delete a keyboard, move to the Keyboards Settings screen and swipe to the left on the keyboard you want to remove. Tap Delete. The keyboard is removed from the list of activated keyboards and is no longer available to you when you type. (You can always activate it again later.) To change the order in which keyboards appear, move to the Keyboards screen, tap Edit, and drag the keyboards up and down the screen. When you've finished, tap Done.

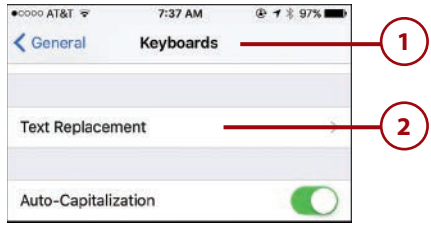
Lots More to the Settings App

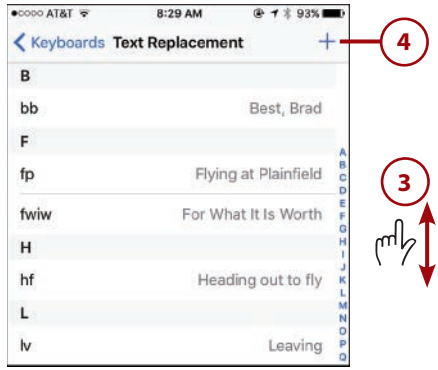
There's a lot more you can do with the Settings app than is explained in this chapter; here, you learn about some of the "general" iPhone customization/configuration for which you can use the Settings app (more of these are explained in Chapter 5, "Customizing How Your iPhone Looks and Sounds"). You also learn about the Settings app to configure app- or function-specific settings throughout this book. For example, you learn how to use Settings to configure Internet access in Chapter 2, "Connecting Your iPhone to the Internet, Bluetooth Devices, and iPhones/iPods/iPads," and you learn about the email settings in Chapter 9, "Sending, Receiving, and Managing Email."

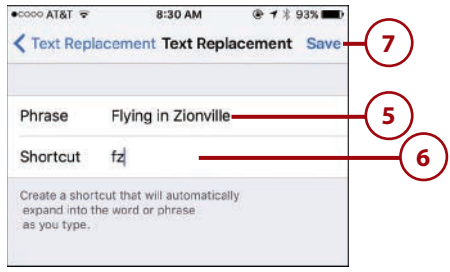
Creating and Working with Text Replacements

Text replacements are useful because you can use just a few letters to type a series of words. You type the replacement, and it is replaced by the phrase with which it is associated. To configure your text replacements, do the following:

1. Move to the Keyboards screen as described in steps 1–3 in the previous task.
2. Tap Text Replacement.
3. Review the current replacements.
4. To add a replacement, tap Add (+).
5. Type the phrase for which you want to create a replacement.
6. Type the shortcut you want to be replaced by the phrase you created in step 5.
7. Tap Save. If the replacement doesn't contain any disallowed characters, it is created and you move back to the Text Replacement screen where you see your new text replacement. If there is an error, you see an explanation of the error; you must correct it before you can create the replacement.



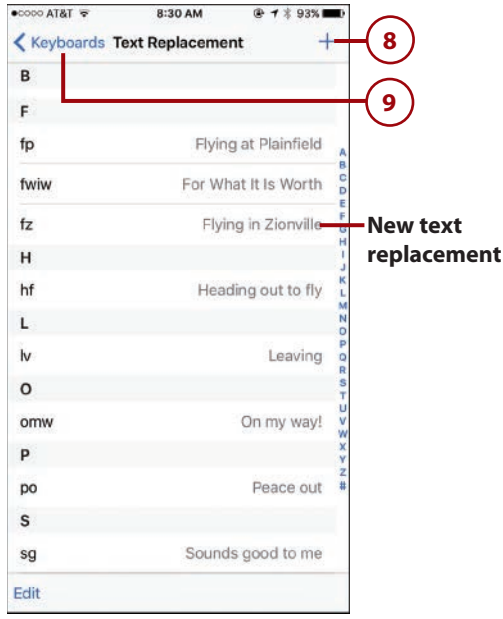




8. Repeat steps 4–7 to create other text replacements.
9. When you've created all the replacements you want, tap Keyboards.

Shortcuts to Replacements

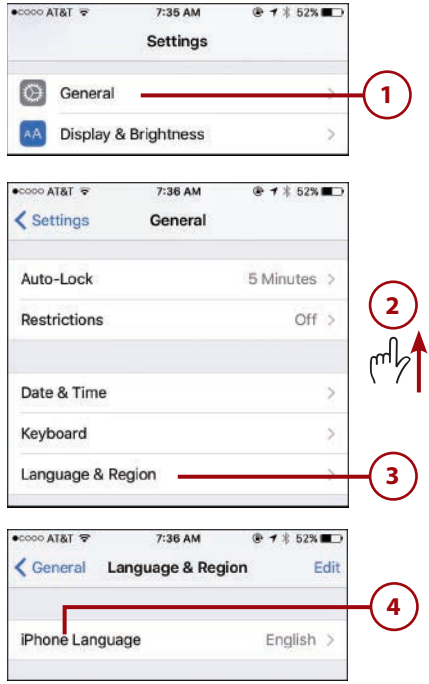
To change a replacement, tap it. Use the resulting screen to change the phrase or shortcut, and tap Save to update the replacement. To remove a replacement, swipe to the left on it and tap Delete. To search for a replacement, tap in the Search bar at the top of the screen and type the replacements you want to see; you can also use the index along the right side of the screen to find replacements. You can also tap Edit on the Shortcuts screen to change your replacements. And, yes, you can create a phrase without a replacement, but I don't really see much use for that!



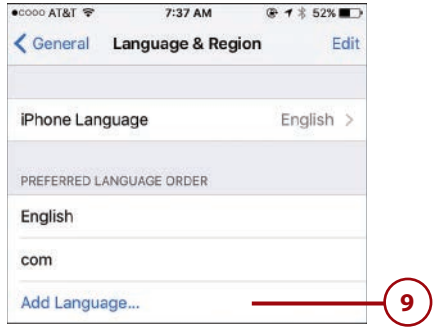
Setting Language and Region Preferences

There are a number of formatting preferences you can set that determine how information is formatted in various apps. For example, you can choose how addresses are formatted by default by choosing the region whose format you want to follow.

1. On the Settings screen, tap General.
2. Swipe up the screen.
3. Tap Language & Region.
4. Tap iPhone Language.



5. Swipe up and down the screen to view the languages with which your iPhone can work or tap in the Search bar and type a language you want to use to find it. The current language is marked with a check mark.
6. Tap the language you want to use.
7. Tap Done.
8. Tap to confirm the change in language you indicated. Your iPhone screen goes dark while the iPhone switches to the new language. When it comes back, you return to the Language & Region screen, and the language you selected starts being used.
9. Tap Add Language.

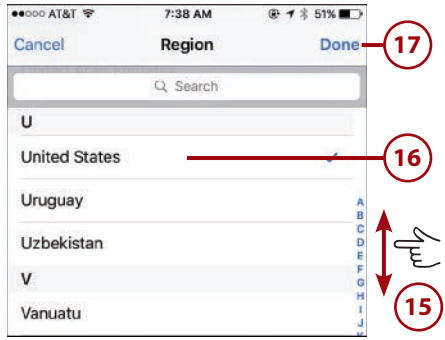


10. Using steps 5 through 7, find and tap a secondary language. This language is used when your primary language can't be, such as on websites that don't support your primary language.
11. Tap Done.
12. Tap the language you want to be primary to confirm it. The language you selected is configured and you move back to the Language & Region screen. The new language is shown on the list in the center of the screen.
13. To add more languages, tap Add Language and follow steps 10 through 12 to add more languages.

Order, Order!

To change the order of preference for the languages you have configured, tap Edit, drag the languages up or down the screen to set their order, and tap Done to save your changes.

14. Tap Region.
15. Swipe up and down the regions available to you. The current region is marked with a check mark.
16. Tap the region whose formatting you want to use; if there are options within a region, you move to an additional screen and can tap the specific option you want to use.
17. Tap Done. Your iPhone starts using the formatting associated with the region you selected.



18. Tap Calendar.
19. Tap the calendar you want your iPhone to use.
20. Tap Language & Region. You move back to the Language & Region screen. Swipe up until you see the bottom of the screen where there are examples of the format options you have selected, such as the time and date format.

>>>Go Further

ADVANCED FORMATTING

Tapping Advanced on the Language & Region screen enables you to override the format for the region you selected in step 16. On the Advanced screen, set the Automatic switch to off (white). Tap Language and then select the language whose format you want to use. Tap Advanced. At the bottom of the Advanced screen, you see examples of the format associated with the language you have selected and those formats are used. To return to the formats associated with the iPhone's primary language, set the Automatic switch to on (green).

>>>Go Further

THE ACCESSIBLE iPHONE

If you tap the Accessibility option on the General Settings screen, a large number of options you can configure to make your iPhone more accessible appear. For example, you can enable VoiceOver to have the iPhone guide you through screens by speaking their contents. Zoom magnifies the entire screen. Invert Colors changes the screen from dark characters on a light background to light characters on a dark background. Under the Speech option, Speak Selection has the iPhone speak text you have selected, and Speak Auto-text has the iPhone speak corrections it suggests to you, such as auto-capitalizations. There are other

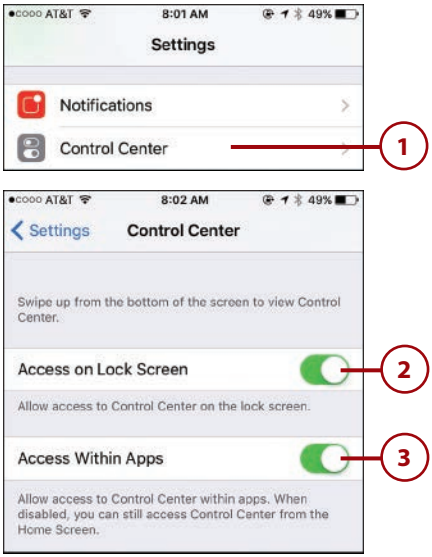
options you can configure; explore this screen to find settings of interest to you. If your iPhone starts looking or behaving quite differently, move back to this screen to make sure an Accessibility option hasn't been enabled accidentally. There are many options here, and sometimes one or more of them is turned on accidentally, and it can be confusing if you aren't expecting it.

Configuring the Control Center

As you learned in Chapter 1, the Control Center provides quick access to various settings, app controls, and even apps.

There are a couple of Control Center preferences you can set:

1. On the Settings screen, tap Control Center.
2. To access the Control Center from the Lock screen, set the Access on Lock Screen switch to on (green).
3. To access the Control Center when you are using an app, set the Access Within Apps switch to on (green).

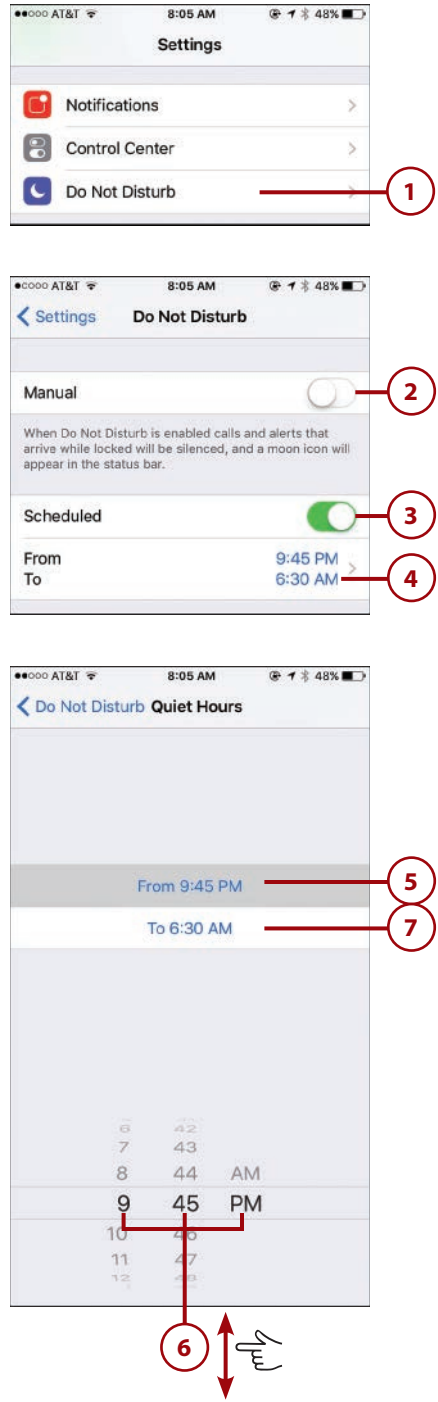


Setting Do Not Disturb Preferences

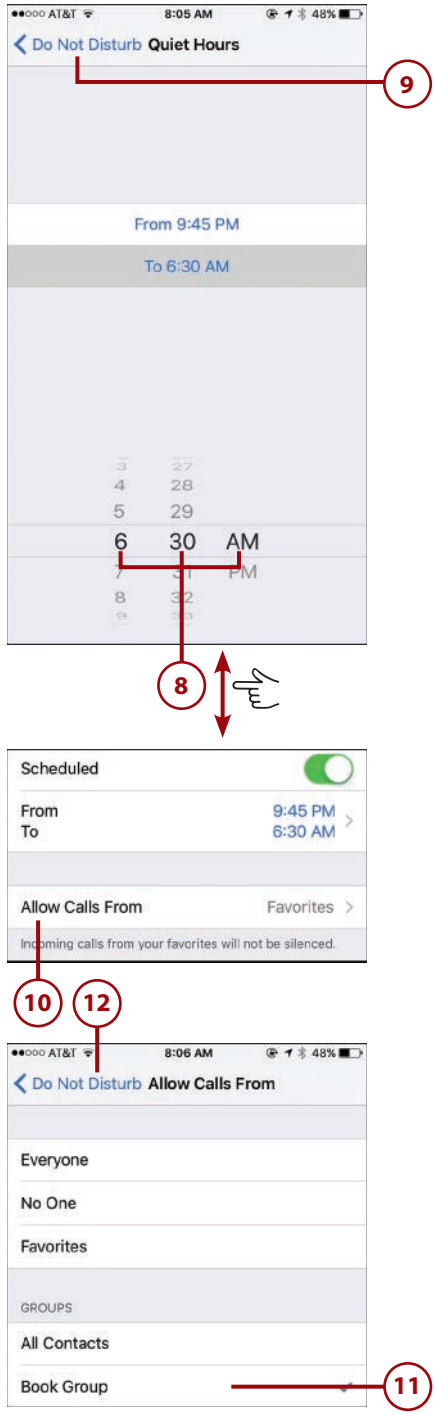
As you learned in Chapter 1, the Do Not Disturb feature enables you to temporarily silence notifications; you can also configure quiet times during which notifications are automatically silenced.

You can set an automatic Do Not Disturb schedule by performing the following steps:

1. On the Settings screen, tap Do Not Disturb.
2. To activate Do Not Disturb manually, set the Manual switch to on (green). (This does the same thing as activating it from the Control Center.)
3. To configure Do Not Disturb to activate automatically on a schedule, slide the Scheduled switch to on (green).
4. Tap the From and To box.
5. Tap From.
6. Swipe on the time selection wheels to select the hour and minute (AM or PM) when you want the Do Not Disturb period to start.
7. Tap To.



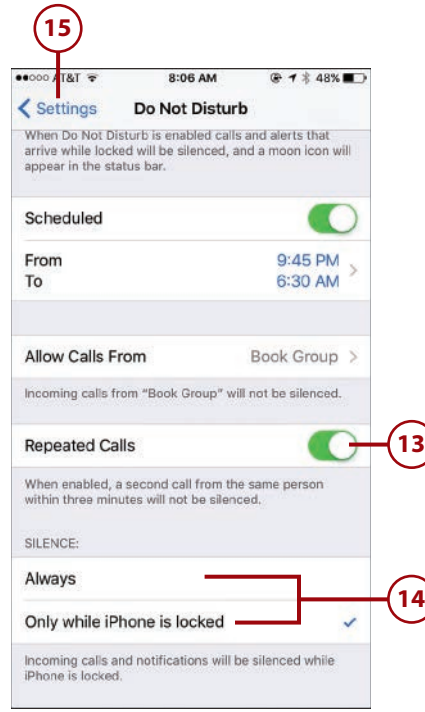
8. Swipe on the time selection wheels to set the hour and minute (AM or PM) when you want the Do Not Disturb period to end.
9. Tap Do Not Disturb.
10. Tap Allow Calls From.
11. Tap the option for whose calls should be allowed during the Do Not Disturb period. The options are Everyone, which doesn't prevent any calls; No One, which sends all calls to voicemail; Favorites, which allows calls from people on your Favorites lists to come through but all others go to voicemail; or one of your contact groups, which allows calls from anyone in the selected group to come through while all others go to voicemail.
12. Tap Do Not Disturb.



13. Set the Repeated Calls switch to on (green) if you want a second call from the same person within three minutes to be allowed through. This feature is based on the assumption that if a call is really important, someone will try again immediately.

14. If you want notifications to be silenced only when your phone is locked, tap Only while iPhone is locked during the Do Not Disturb period. Tap Always if you want notifications to be silenced regardless of the Lock status.

15. Tap Settings. During the Do Not Disturb period, your iPhone is silent, except for any exceptions you configured. When the scheduled Do Not Disturb period ends, your iPhone resumes its normal notification activity.



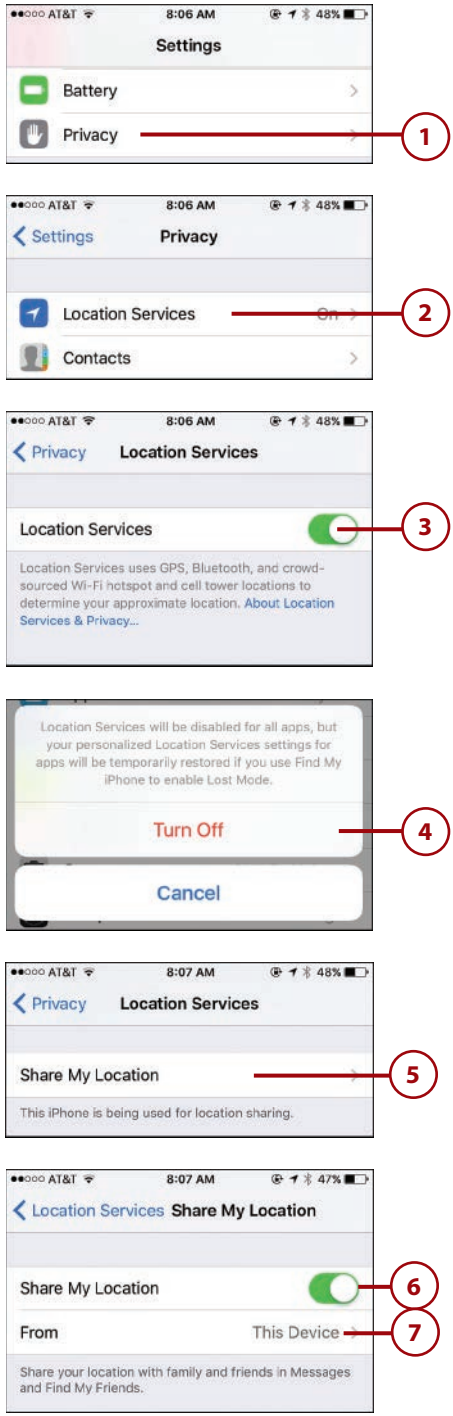
Setting Privacy and Location Services Preferences

Using its GPS or network connection, your iPhone's Location Services feature can determine where the phone is. This is useful in many situations, such as in the Maps app when you want to generate directions. Lots of other apps use this capability, too, such as apps that provide you location-specific information (the Urban Spoon app uses it to determine the restaurants near you, for example). You can configure certain aspects of how these services work. And, if you don't want specific apps to be able to access your iPhone's current location, you can disable this feature for those apps. Of course, if you do, apps that rely on this capability won't work properly (they prompt you to allow access to this service as you try to use them).

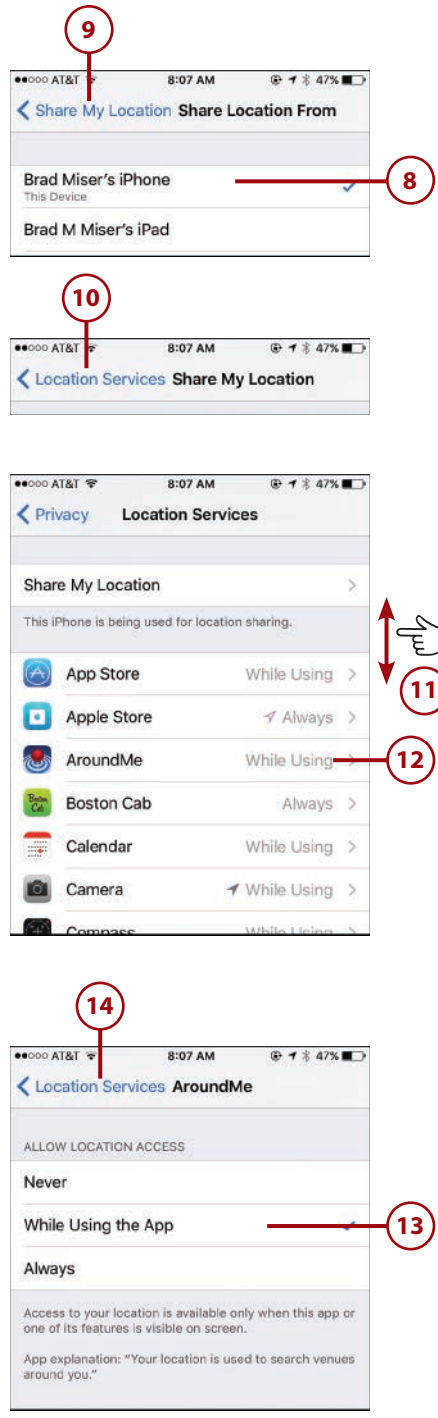
You can also determine which apps can access certain kinds of information, such as the apps that are able to access your contact information in the Contacts app.

To configure privacy settings, do the following:

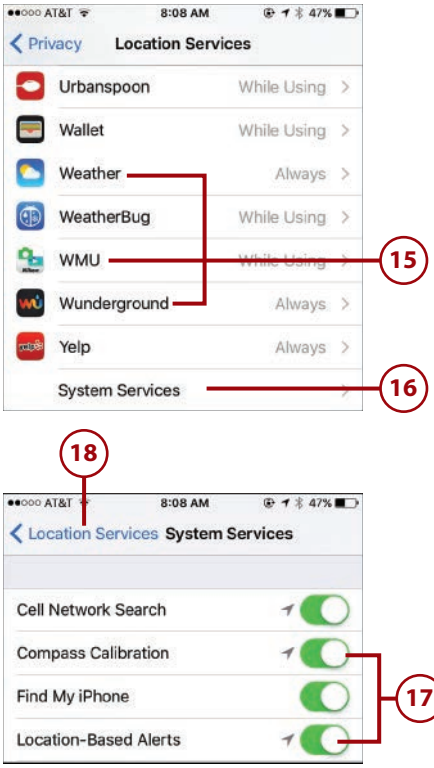
1. Move to the Settings screen and tap Privacy.
2. Tap Location Services.
3. To disable Location Services for all apps, set the Location Services switch to off (white); to leave it enabled, skip to step 6.
4. Tap Turn Off at the prompt. No apps are able to identify your location; skip the rest of these steps because they don't apply when Location Services is disabled.
5. If you have enabled Family Sharing (see Chapter 6 for details), tap Share My Location; if you have not enabled Family Sharing, skip to step 11.
6. To prevent your location from being shared with people configured under your Family Sharing, set the Share My Location switch to off (white) and skip to step 9. If you leave this switch on (green), move to the next step.
7. Tap From.



8. Tap the device that should be used to identify your location (this only applies if you have multiple devices configured with your Apple ID and Family Sharing).
9. Tap Share My Location.
10. Tap Location Services.
11. Swipe up and down the list of apps on the Location Services screen. These are all the apps that have requested access to your iPhone's location. Along the right side of the screen, you see the current status of Location Sharing for the app. Always means that the app can always access your location. While Using means the app can only access your location information while you are using it. Never means that using location information for the app has been disabled (some apps won't be able to work properly when set to this status). Apps marked with a purple arrow have recently accessed your location; those that have done so within the past 24 hours are marked with a gray arrow. An outline purple arrow indicates that the app is using a geofence, which is a perimeter around a location that defines an area that is used to trigger some event, such as a reminder.
12. Tap an app to configure its access to Location Services.
13. Tap the status in which you want to place the app's access to your location. Some apps only have the Always or Never options while others also have the While Using the App option.
14. Tap Location Services.



15. Repeat steps 12 through 14 for each app whose access to your location you want to configure.
16. Tap System Services.
17. Enable or disable Location Services for the System Services you see. As with apps, if you disable location services for a system function, it might not work properly.
18. Tap Location Services.



>>>Go Further

MORE ON SYSTEM SERVICES

One of the System Services is Frequent Locations. This service tracks places you visit. This information is used to improve the performance of some apps. If you want to prevent this, tap Frequent Locations and then set the Frequent Locations switch to off (white).

You can use the switches in the PRODUCT IMPROVEMENT section to enable or disable various types of information from being collected, such as what is popular near you.

Use the Status Bar Icon switch to enable or disable the Location Services arrow at the top of the screen when a system service is accessing location information. (This arrow always appears when apps use location information.)

19. Tap Privacy. Next, allow or prevent apps from accessing data stored on your iPhone.

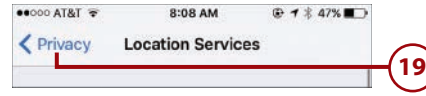
20. Tap the first app on the list; this example shows Contacts. A list of apps that have requested to use the app's data (in this example, contact information) is displayed. If the requesting app is able to use the app's data, its switch is on (green).

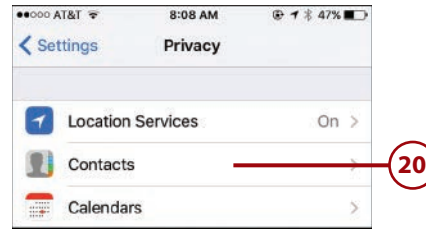
21. Prevent a requesting app from accessing the app's data by setting its switch to off (white). That app is no longer able to use the data it requested (which can inhibit some of its functionality).

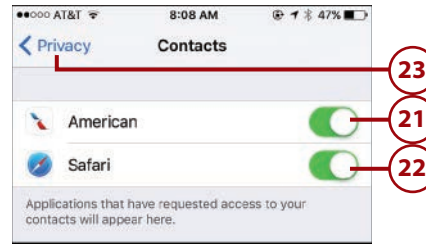
22. Repeat step 21 for each app you see that you want to prevent from accessing the data.

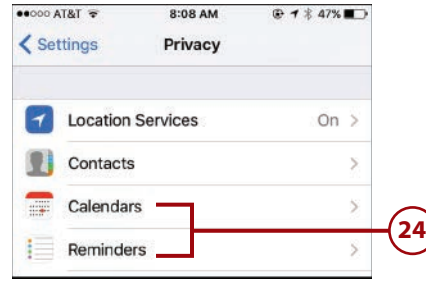
23. Tap Privacy.

24. Repeat steps 20-23 for each app on the list. Most of time, you can just leave the permissions with the default setting (unless you want to block a specific app from using a certain kind of data).









>>>Go Further

MORE ON PRIVACY

Under the list of apps, you see the social accounts section that includes Facebook, Twitter, and other such social media apps. You can control which apps access your social media information similar to how you control which apps can use other types of information (such as your contact information).

Under this is the Diagnostics & Usage section. Using these controls, you can determine if information about performance of apps and your device is

communicated back to Apple. You can also determine if information about the performance of apps is shared with app developers.

At the bottom of the Privacy screen, you see the Advertising option. If you tap this, you can limit the tracking of ads you view by setting the Limit Ad Tracking switch to on (green). Typically, this tracking is used by advertisers to present ads that are related to ads you have viewed (the point being to make the ads more effective). You can reset the identifier used to identify you by tapping Reset Advertising Identifier and then tapping Reset.

Setting Passcode, Touch ID, and Auto-Lock Preferences

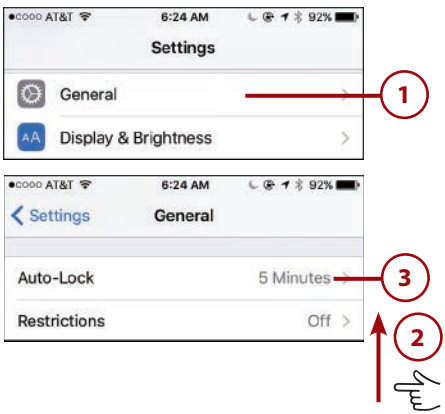
Your iPhone contains data you probably don't want others to access. You can (and should) require a passcode so your iPhone can't be unlocked without the proper passcode being entered. This gives you a measure of protection should you lose control of your phone. If you have an iPhone 5s or later, you can record your fingerprints so that you can unlock your phone (by automatically entering the passcode) and enter your Apple ID password by touching the Touch ID/Home button. The capability can also be used in other apps and services that require confirmation, such as Apple Pay.

The Auto-Lock feature automatically locks your phone after a specific period of time. This is useful because your iPhone automatically locks and, assuming you require a passcode, the passcode or fingerprint must be provided to be able to unlock your phone.

Securing Your iPhone with Auto-Lock

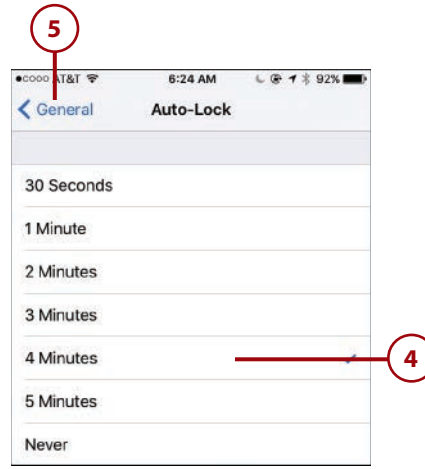
To configure your phone so it locks automatically, perform the following steps.

1. On the Settings screen, tap General.
2. Swipe up the screen until you see Auto-Lock.
3. Tap Auto-Lock.



4. Tap the amount of idle time you want to pass before the iPhone automatically locks and goes to sleep. You can choose from 1 to 5 minutes; choose Never if you only want to manually lock your iPhone. I recommend that you keep Auto-Lock set to a relatively small value to conserve your iPhone's battery and to make it more secure. Of course, the shorter you set this time to be, the more frequently you have to unlock your iPhone.

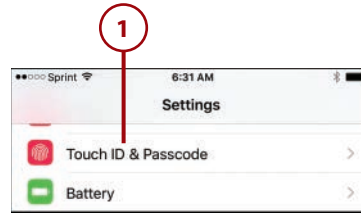
5. Tap General. You're ready to configure your passcode and fingerprints (iPhone 5s and later).



Configuring Your Passcode and Fingerprints (iPhone 5s and later)

To configure the passcode you have to enter to unlock your iPhone, perform the following steps (note these steps show an iPhone that has Touch ID; if your model doesn't have this, the steps will be slightly different as you will only be configuring a passcode):

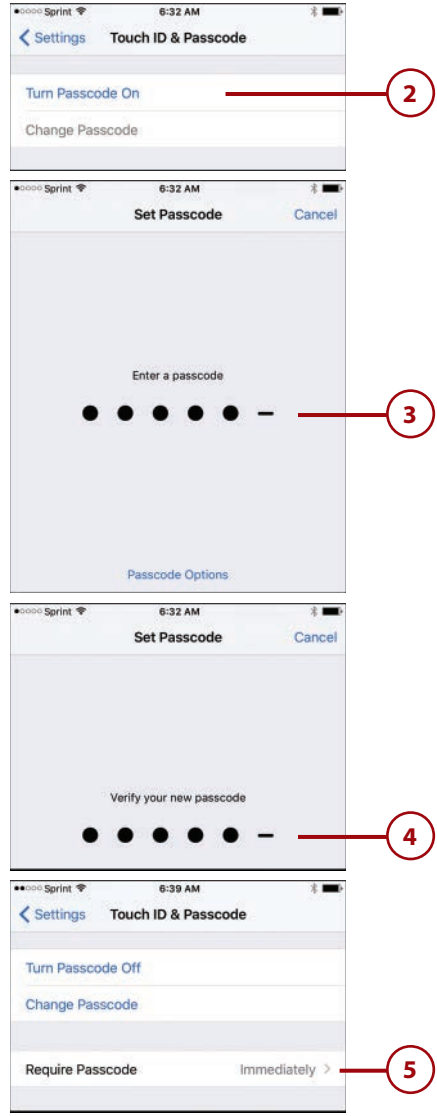
1. On the Settings screen, tap Touch ID & Passcode.



Already Have a Passcode?

When you first turned your iPhone on, you were prompted to enter a passcode and to record a fingerprint for Touch ID. If your iPhone already has a passcode set, when you perform step 1, you're prompted to enter your current passcode. When you enter it correctly, you move to the Touch ID & Passcode (iPhone 5s and later) or Passcode (other models) screen and you can make changes to the current passcode, add new fingerprints, and so on. In this case, you can skip directly to step 5. If you want to change your current passcode, tap Change Passcode and follow steps 3 and 4 to change it. Then continue with step 5.

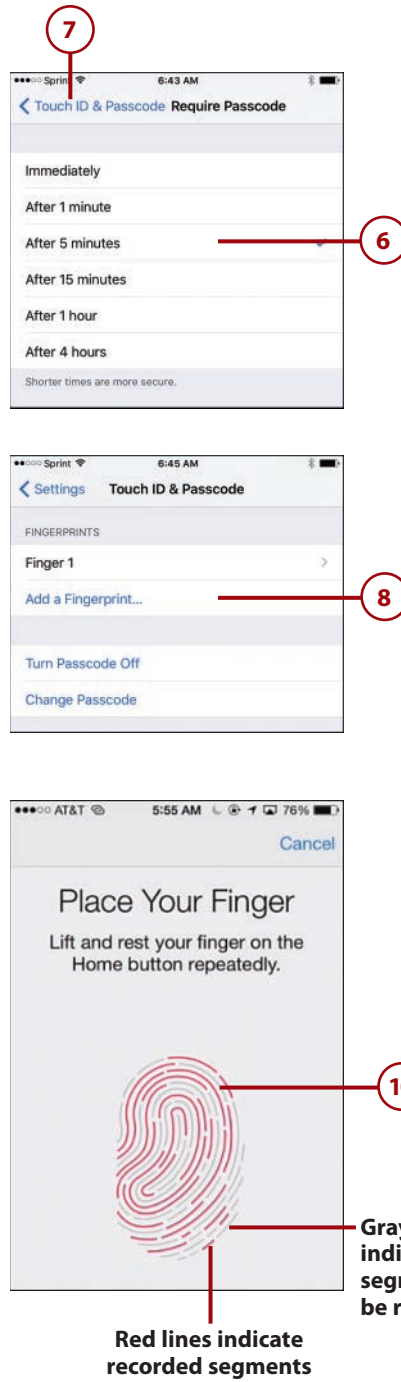
2. Tap Turn Passcode On.
3. Enter a six-digit passcode.
4. Reenter the passcode. If the two passcodes match, the passcode is set.
5. Tap Require Passcode; when you use Touch ID to unlock your iPhone, you don't have an option for when the passcode is required and can skip to step 8.



Are You Complex?

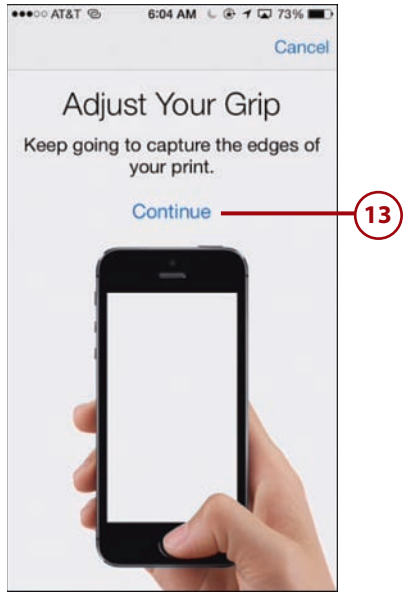
By default, your passcode is a simple six-digit number. If you want to have a more complex (and more secure) passcode, on the Create or Change Passcode screen, tap Passcode Options. You are prompted to create a new, complex passcode. You can choose Custom Alphanumeric Code, Custom Numeric Code, or 4-Digit Numeric Code. Choose the option you want and then follow the onscreen prompts to create it. The Alphanumeric Code option is the most secure, especially if you use a code that is eight characters or longer that includes both letters and numbers. The steps to set a complex passcode are similar; the difference is that you use the keyboard and numeric keypad to configure the passcode instead of just the numeric keypad.

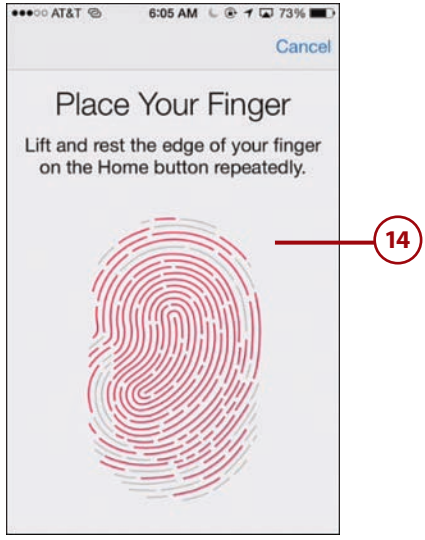
6. Tap the amount of time the iPhone is locked before the passcode takes effect. The shorter this time is, the more secure your iPhone is, but also the more times you'll have to enter the passcode if your iPhone locks frequently.
7. Tap Touch ID & Passcode.
8. If you have an iPhone 5s or later, tap Add a Fingerprint and continue to step 9; if you have a model that doesn't support Touch ID, skip to step 21.
9. Touch the finger you want to be able to use to unlock your phone and enter your Apple ID password to the Touch ID/Home button, but don't press it. An image of a fingerprint appears.
10. Leave your finger on the Touch ID/Home button until you feel the phone vibrate, which indicates part of your fingerprint has been recorded and you see some segments turn red. The parts of your fingerprint that are recorded are indicated by the red segments, gray segments are not recorded yet.
11. Take your finger off the Touch ID/Home button and touch the button again, adjusting your finger on the button to record other parts that currently show gray lines instead of red ones. Other segments of your fingerprint are recorded.
12. Repeat step 11 until all the segments are red. You are prompted to change your grip so you can record more of your fingerprint.



13. Tap Continue.

14. Repeat step 11, again placing other areas of your finger to fill in more gray lines with red ones. When the entire fingerprint is covered in red lines, you see the Complete screen.





15. Tap Continue. The fingerprint is recorded and you move back to the Touch ID & Passcode screen. You see the fingerprint that has been recorded.

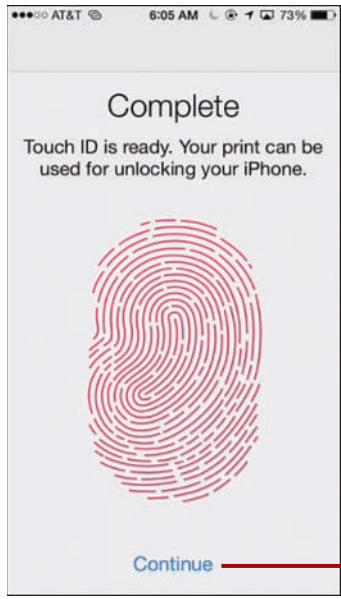
16. Repeat steps 8 through 15 to record up to five fingerprints. These can be yours or someone else's if you want to allow another person to access your iPhone.

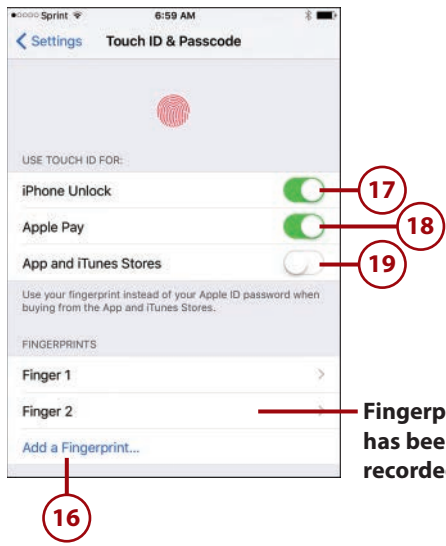
17. To be able to use Touch ID to unlock your iPhone, ensure the iPhone Unlock switch is set to on (green).

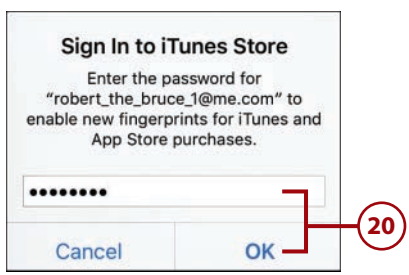
18. To use your fingerprint to make Apple Pay payments, set the Apple Pay switch to on (green).

19. If you want to also be able to enter your Apple ID password by touching your finger to the Touch ID/Home button, set the App and iTunes Store switch to on (green).

20. Enter your Apple ID password and tap OK.





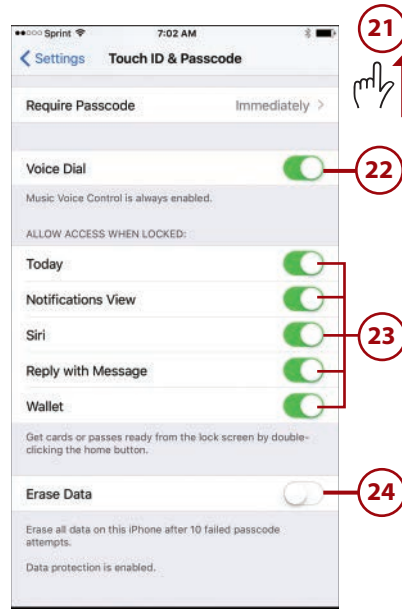


21. Swipe up the screen until you see the Voice Dial switch.

22. To prevent Voice Dial from working, set the Voice Dial switch to off (white). (Voice Dial enables you to make calls by speaking even if you don't use Siri.)

23. Use the switches in the ALLOW ACCESS WHEN LOCKED: section to enable or disable the related functions when your iPhone is locked. The options are Today (the Today tab on the Notifications Center), Notifications View (the Notifications tab of the Notifications Center), Siri, Reply with Message, and Wallet. If you set a switch to off (white), you won't be able to access the corresponding function when your iPhone is locked.

24. If you don't want the iPhone to automatically erase all your data after an incorrect passcode has been entered 10 times, set the Erase Data switch to off (white).



Automatic Erase

When you have enabled the Erase Data function and you enter an incorrect passcode when unlocking your iPhone, you see a counter showing the number of unsuccessful attempts. When this reaches 10, all the data on your iPhone will be erased on the next unsuccessful attempt.

Making Changes

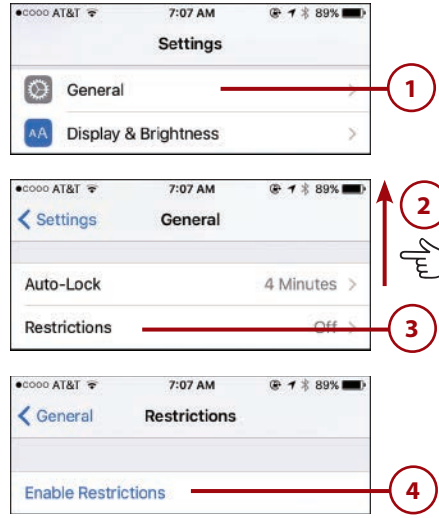
Any time you want to make changes to your passcode and fingerprint (iPhone 5s or later) settings, move back to the Touch ID & Passcode (iPhone 5s or later) or Passcode (other models) screen. Before you can move back to this screen, you must enter your current passcode at the prompt. After you enter your current passcode, you move to the Touch ID & Passcode (iPhone 5s or later) or Passcode (other models) screen. To disable the passcode, tap Turn Passcode Off, tap Turn Off, and enter the passcode. To change your passcode, tap Change Passcode. You then enter your current passcode and enter your new passcode twice. You return to the Passcode Lock screen, and the new passcode takes effect. You can change the other settings similar to how you set them initially as described in these steps. For example, you can add new fingerprints. To remove a fingerprint, move to the Fingerprints screen, swipe to the left on the fingerprint you want to remove, and tap Delete. You can rename a fingerprint by tapping it, editing its name on the resulting screen, and tapping Done (for example, you might want to name the fingerprints so you recognize them, such as My Right Thumb or Jim's Left Thumb).

Setting Restrictions for Content and Apps

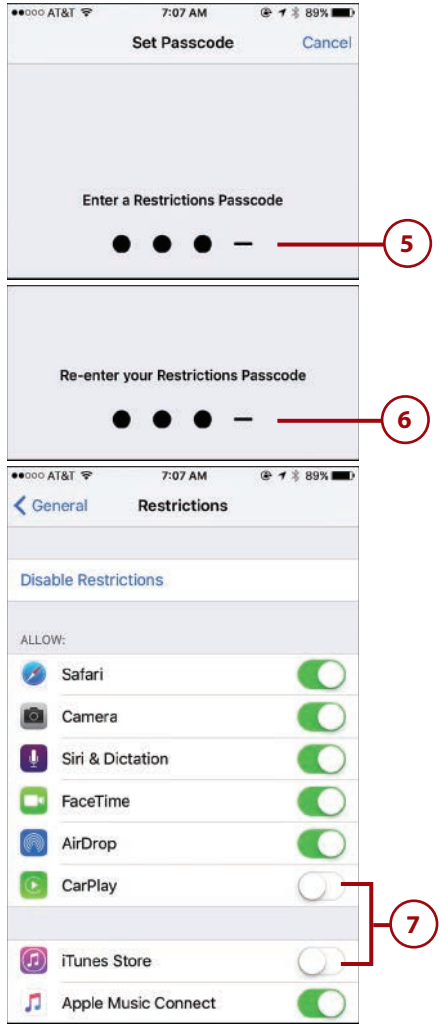
You can restrict the access to specific content and apps on your phone. Suppose you let other people borrow your iPhone but don't want them to use certain apps or to see data you'd rather keep to yourself. You can enable a restriction to prevent someone from accessing these areas without entering the restriction code. You can also restrict the use of apps, movies, music, and other content based on the age rating that the app or other content has.

To restrict access to content or apps, perform the following steps:

1. On the Settings screen, tap General.
2. Swipe up the screen until you see Restrictions.
3. Tap Restrictions.
4. Tap Enable Restrictions.



5. Create a Restrictions Passcode. You have to enter this passcode to change the content restrictions or to be able to access restricted content.
6. Reenter your Restrictions Passcode. You return to the Restrictions screen, and the ALLOW switches are enabled.
7. In the ALLOW section, set the switch next to each function you want to disable to off (white). For example, to prevent web browsing, set the Safari switch to off (white); the Safari icon is removed from the Home screen and can't be used. With the other controls, you can prevent access to the Camera, FaceTime, iTunes Store, and so on.



Dueling Passcodes

There are two passcodes: the Lock passcode and the Restrictions passcode. Each controls access to its respective functions. Limiting access to content and apps likely means you will be letting someone else use your phone, so the person who will be using your iPhone might need to be able to unlock it unless you want to have to unlock it for them. If you want to allow them to unlock the phone, but want to restrict access to your Apple Pay information or Apple ID, create a fingerprint for that person, but disable Touch ID for Apple Pay and App and iTunes Stores (see the previous task for details). This enables the person to unlock and use your iPhone, but you can control what they can do by setting a Restrictions passcode and configuring permissions as described in these steps. (You don't want to give the person the passcode to the phone as that defeats the purpose of configuring restrictions.)

In-app Purchases

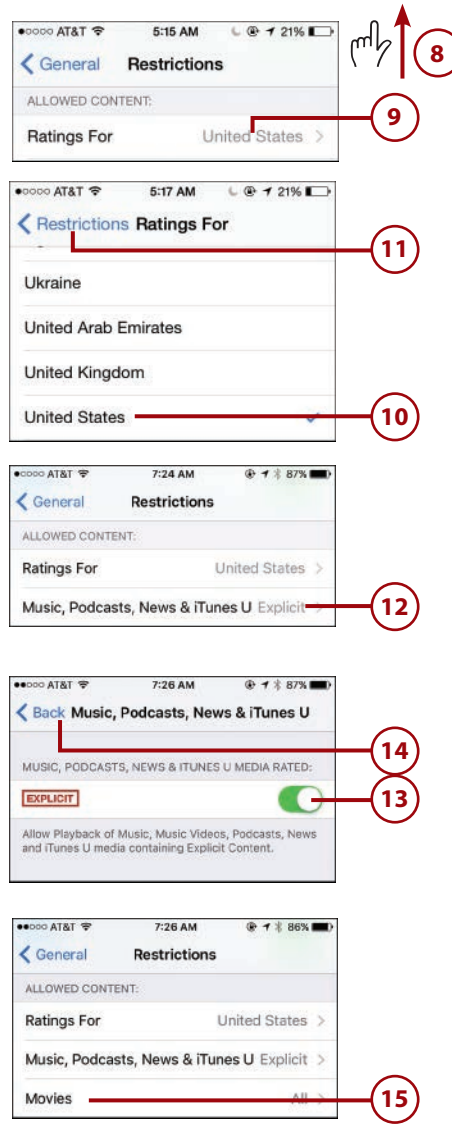
Some apps, especially games, allow you to make purchases while you are using the app. For example, you can buy additional levels for a game. To prevent in-app purchases, set the In-App Purchases switch to off (white). This is especially important if you let your phone be used by children or others who might inadvertently make purchases you don't want made.

8. Swipe up to see the ALLOWED CONTENT section.
9. Tap Ratings For.
10. Tap the country whose rating system you want to use for content on your iPhone.

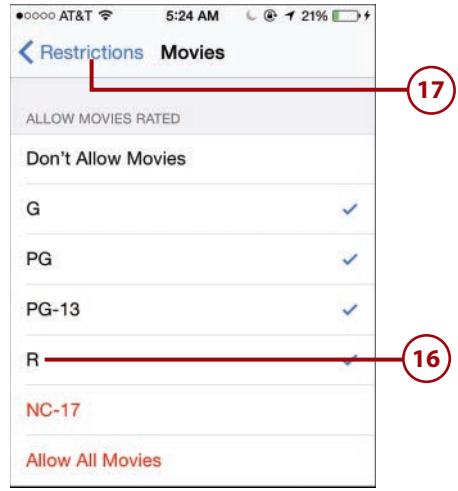
Whose Ratings?

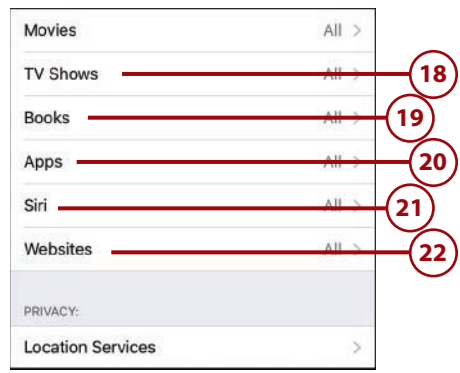
The country you select in step 10 determines the options you see in the remaining steps because the restrictions available depend on the location you select. These steps show the United States rating systems; if you select a different country, you see rating options for that country instead.

11. Tap Restrictions.
12. Tap Music, Podcasts, News & iTunes U.
13. To prevent content tagged as explicit from being played, set the EXPLICIT switch to off (white). Explicit content will not be available in the associated apps, such as Music or News.
14. Tap Back.
15. Tap Movies.



16. Tap the highest rating of movies that you want to be playable (for example, tap PG-13 to prevent R and NC-17 movies from playing); tap Allow All Movies to allow any movie to be played; or tap Don't Allow Movies to prevent any movie content from playing. Prevented movie ratings are highlighted in red.
17. Tap Restrictions.
18. Tap TV Shows and use the resulting screen to set the highest rating of TV shows that you want to be playable (for example, tap TV-14 to prevent TV-MA shows from playing); tap Allow All TV Shows to allow any show to be played; or tap Don't Allow TV Shows to prevent any TV content from playing. Prevented ratings are highlighted in red. Tap Restrictions to return to the Restrictions screen.
19. Use the Books option to enable or disable access to sexually explicit books.
20. Tap Apps and set the highest rating of app that you want to be available (for example, tap 12+ to prevent 17+ applications from working); tap Allow All Apps to allow any application to be used; or tap Don't Allow Apps to prevent all applications. Tap Restrictions to return to the Restrictions screen.
21. Use the Siri option to restrict explicit language for searching the Web.
22. Use the Websites option to control the websites that can be accessed. The options are to limit sites with adult content or to allow only specific websites to be visited. When you select this option, you can create a list of sites and only those sites can be visited.





23. Swipe up the screen until you see the PRIVACY section.

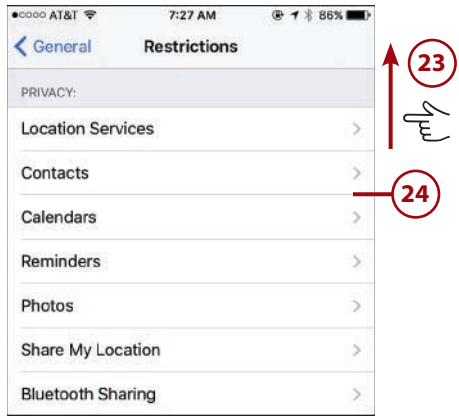
24. Use the settings in the PRIVACY section to determine whether apps can access information stored in each area and whether they should be locked in their current states. For example, you can prevent apps from accessing your calendars or photos. Configuring these is similar to the Privacy settings you read about earlier in this chapter.

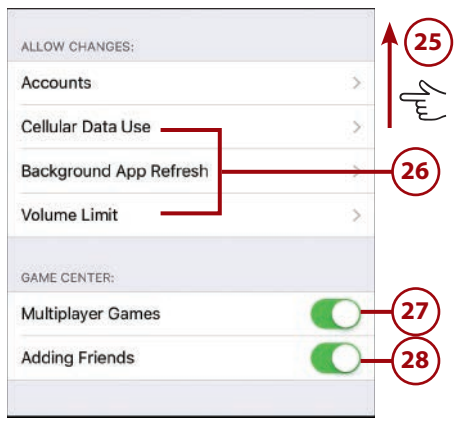
25. Swipe up the screen until you see the ALLOW CHANGES section.

26. Tap areas that you want to restrict, such as Cellular Data Use and then tap Don't Allow Changes to prevent changes to that area.

27. To prevent multiplayer games in the Game Center, set the Multiplayer Games switch to off (white). Users will no longer be able to play games against other people.

28. To prevent new friends from being added in the Game Center, set the Adding Friends switch to off (white). Players will be restricted to the friends already allowed.





Removing Restrictions

To remove all restrictions, move to the Restrictions screen (your Restrictions passcode is required) and tap Disable Restrictions. Enter your Restrictions passcode, and the restrictions are removed.

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