

1 Welcome to Your iPhone

This guide will walk you through everything you need to feel confident using your iPhone. Keep it nearby and come back to it anytime — there's no such thing as a silly question.

ANATOMY OF AN IPHONE



HOME SCREEN

- Apps are the icons on your screen. Tap one time to open it.
- Swipe left or right to see more pages of apps.
- The Dock (bottom row) stays the same on every page for quick access.
- Swipe all the way left past your last page to reach the App Library, where every app is neatly organized for you.

SWIPE GESTURES

- Swipe up from the very bottom edge: go to the Home Screen.
- Swipe down from the top-right corner: open Control Center (Wi-Fi, flashlight, brightness).
- Swipe down from the top-left or middle: open Notification Center to see missed alerts.
- Swipe right from the left edge of the screen: go back to the previous screen.

2 Phone Basics

Making and answering calls works the same way it always has — just with a few new buttons.

SPEAKERPHONE

- During a call, tap the Speaker icon so everyone in the room can hear.
- Tap it again to turn speakerphone off.

VOICEMAIL

- Tap Voicemail at the bottom of the Phone app.
- Tap a message, then tap the play button to listen.
- The first time, tap Set Up Now to record your greeting and choose a password.

MAKE A CALL

- 1 Tap the green Phone app.
- 2 Tap Keypad, Contacts, or Recents at the bottom of the screen.
- 3 Tap a contact, or dial a number, then tap the green call button.

ANSWER A CALL

- Tap the green Accept button to answer.
- If your phone is locked, slide the green button to answer instead.
- Tap the red Decline button to send the call to voicemail.



PRO TIP

Save the people you call most as Favorites: open Phone > Contacts, tap a name, then tap Add to Favorites. After that, one tap on their name places the call.

3 Messages

Text messaging is one of the easiest ways to stay in touch with family and friends.

SEND A TEXT

- 1 Open the green Messages app.
- 2 Tap the compose icon (pencil and square) in the top-right corner.
- 3 Type a name or number, type your message, then tap the blue arrow to send.

VOICE MESSAGES

- Press and hold the microphone icon and speak your message.
- Lift your finger to send it — or swipe left to cancel before you let go.

SEND A PICTURE

- Tap the camera icon next to the message box.
- Take a new photo or choose one from your library, then tap the blue send arrow.

GROUP TEXTS

- Add more than one name in the “To:” field to text several people at once.
- Tap the group name at the top to rename the group or add and remove people.



PRO TIP

Press and hold any message bubble to react with a heart, thumbs up, or exclamation point — a fast way to reply without typing a word.

4 Internet

Safari is the app that lets you browse websites and search the internet.

SAFARI

- The blue compass icon on your Home Screen opens Safari, your web browser.
- Tap the address bar at the top of the screen to get started.

BOOKMARKS

- Tap the Share icon (a square with an arrow) at the bottom of the screen.
- Tap Add Bookmark to save a page so you can find it again easily.
- Tap the open-book icon to see all of your saved bookmarks.

GOOGLE SEARCH

- Type your question directly into the address bar — there's no need to open Google first.
- Tap Go on the keyboard, or tap a suggested result to see the answer.

TABS

- Tap the square icon in the bottom-right corner to open a new tab or switch between open pages.
- Swipe left on a tab, or tap the X, to close it.

PRO TIP



If a website looks suspicious or unexpectedly asks for personal or financial information, close Safari and don't enter anything. When in doubt, ask a family member before you continue.

5

Camera

Your iPhone camera is simple to use once you know where to look.

TAKE VIDEOS

- Swipe to VIDEO mode above the shutter button.
- Tap the red button to start recording, and tap it again to stop.

PHOTO ALBUMS

- Open the Photos app to see everything you've taken.
- Tap Albums at the bottom to browse by Favorites, People, or date.

TAKE PHOTOS

- Open the Camera app, aim at what you want to capture, then tap the white shutter button.

ZOOM

- Pinch two fingers together or apart on the screen to zoom out or in.
- Or tap the small “1x” button to quickly switch between lenses.

FLASH

- Tap the lightning bolt icon in the top corner to turn flash On, Off, or Auto.



PRO TIP

You can also press either Volume button as a shutter release — handy for a steadier grip when taking a photo.

6 Important Apps

A quick look at the built-in apps you'll likely use most often.



Maps

Get walking or driving directions. Tap the search bar and type where you want to go.



Weather

See today's forecast and the week ahead for your area.



Calendar

Keep track of appointments. Tap the + button to add a new event.



Clock

Set alarms and timers, or check the time in other cities.



Notes

Write quick notes or lists. Everything saves automatically as you type.



Wallet

Store loyalty cards, tickets, and Apple Pay for easy tap-to-pay purchases.



Health

Track your steps and store your Medical ID for emergencies (see Page 7).



PRO TIP

Press and hold any app icon on your Home Screen (don't drag) to see a quick-action menu of shortcuts for that app.

7 Safety Features

Your iPhone has built-in tools designed to help keep you safe.

FIND MY IPHONE

- Helps you locate a lost or stolen phone from another device.
- Turn it on in Settings > [Your Name] > Find My.

LOCATION SHARING

- Share your location with trusted family members in the Find My app so they know you're safe.

SCAM TEXT RECOGNITION

- Your iPhone automatically flags texts from unknown senders into a separate list.
- Never tap links in texts claiming to be your bank, the post office, or a delivery company. When in doubt, call the company directly using a number you look up yourself.

EMERGENCY SOS

- Press and hold the Side Button and either Volume button until the slider appears — or press the Side Button 5 times quickly.
- Keep holding through the countdown, and your iPhone will call 911 automatically.

MEDICAL ID

- Stores allergies, conditions, and emergency contacts so first responders can see them right from the Lock Screen.
- Set it up in the Health app: tap your photo, then tap Medical ID.

BLOCKING SPAM CALLS

- Go to Settings > Phone > Silence Unknown Callers to send calls from unknown numbers straight to voicemail.



PRO TIP

Take five minutes today to set up your Medical ID and add an Emergency Contact (Page 7's Medical ID section shows how) — it could make a real difference if you ever need help.

8 Top 25 iPhone Tips

Small tricks that make a big difference. Try one a week — you don't need to learn them all at once.

- ✓ Double-tap the space bar for a period
- ✓ Hold the spacebar to move your cursor
- ✓ Scan documents right in the Notes app
- ✓ Screenshot: press Side + Volume Up
- ✓ Use Voice Dictation on the keyboard
- ✓ Turn your phone into a Magnifier
- ✓ Turn on the flashlight from the Lock Screen
- ✓ Ask Siri by holding the Side Button
- ✓ Shake your iPhone to undo typing
- ✓ Double-tap the back to screenshot (Back Tap)
- ✓ Make text bigger in Display settings
- ✓ Turn on Dark Mode for easier reading
- ✓ Turn off Reduce Motion if animations feel busy
- ✓ Swipe down for Control Center shortcuts
- ✓ Hold an app icon to move or delete it
- ✓ Swipe down on the Home Screen to search
- ✓ Set alarms and timers in the Clock app
- ✓ Optimized Charging helps protect your battery
- ✓ Set up Emergency SOS and Medical ID
- ✓ Explore Accessibility settings for easier use
- ✓ Never tap links in unexpected text messages
- ✓ Restart your iPhone about once a week
- ✓ Update your iPhone in Settings > General
- ✓ Track lost devices with the Find My app
- ✓ Add a Trusted Emergency Contact