Front
Camera

Status Bar

Wall paper
(Background)

App Icons

Multi-touch screen

Docking Area:
Select up to
six frequently
used apps to
put here.

Screen View Indicator

Home Button

Sleep/Wake   Microphone   Headset jack

iSight
camera

Side Switch   Micro SIM
                                           tray (on some
Volume   models)
up/down

iPad

Speaker   Lightning connector

Organize iPad Apps

1. Moving apps - Press and hold an app to make them all shake, then drag them to another place on the screen to rearrange them. The other apps will politely move out of the way to make space for your new app. To move apps between screens, drag it to the edge of a screen and pause for a couple of seconds. The iPad will then flip to the next screen (on the left or right). Alternatively, drag the app to the dock at the bottom of your screen, navigate to the page you want the app on, then drag it back up and off the dock. Press the Home button to save your selections.

2. Organizing Apps - iPad apps can be organized into folders. To create a folder, press and hold an app to make them all shake, then drag one app on top of another app and pause for a second or two until you see the folder appear. Rename the folder by tapping the "x" next to the default title, and adding your own. Press the Home button to save your selections.

3. Deleting Apps - To delete an app on your iPad, press and hold an app to make them all shake. Then, tap the 'x' in the top left hand corner of the app, and tap Delete to confirm you want to delete the apps. There are some apps that do not have an 'x', these are default apps supplied by Apple. You cannot delete these. When you are done, press the Home button to save your selections.

4. Searching for Apps - To search for an app, put a finger on the middle of a home screen and pull down. This reveals the Spotlight Search at the top of the screen. Type the name of the app you are looking for. When you see the app you want, tap on it to open it.

iPad Screenshots

You can take a screenshot of ANYTHING that is displayed on your iPad at any time, and save it to your camera roll for use in another app or for printing and emailing.

- Press and hold the power button and the home button for a second
- Wait for the screen to flash white and listen for the camera shutter sound
- Go to the Photos app to find your screenshot