

What is an iPad Air?

The iPad Air is a touch-screen tablet computer and media player on which you can surf the web, read and send e-mail, take photos, videorecord, watch videos, play games, listen to music and audiobooks, and read e-books.

How do I turn the iPad Air on?

Press the Sleep/Wake Button or the Home button, then drag the slider that appears on the screen.

What else does the Sleep/Wake button do?

You can use this button to lock the iPad Air when not using it so nothing will happen when you touch the screen, but you can still listen to music and use the volume buttons.

How do I unlock the iPad Air?

Press the Home button or the Sleep/Wake button, and then drag the slider.

How do I turn the iPad Air off?

Press and hold the Sleep/Wake button (located on the side of the iPad Air) for a few seconds until the white & red slider appears, then drag the slider.

Where are the buttons and keyboard?

The iPad Air uses a touch-screen instead of a physical keypad or keyboard. The iPad Air, however, does have several buttons on the sides and top, including silence/volume and iPad Air wake/sleep buttons.

Why does the screen go black?

If you don't touch the screen for minute or two, the iPad Air goes into a sleep mode. Just touch the Home button again, and drag the slider to unlock.

How do I increase or decrease the volume?

Press the Volume Up button up to increase and Volume Down button to decrease.

How do I mute the sound?

You may mute the sound by tapping on settings, tapping on sounds, and then sliding the ringer and alerts button to silent.

Which way is up?

Any direction is, either in portrait or landscape orientation. The iPad Air has a rotation sensor and turns the screen to keep it upright as you turn it.

But what if I don't want it to rotate?

Slide the Screen Lock button up to lock the screen and down to unlock.

How do I increase or decrease the brightness of the screen?

Tap on settings, tap on wallpapers & brightness, then adjust the slider bar to the desired brightness.

How do I go from page to page on the iPad Air?

Drag your finger sideways to scroll from page to page or up or down to scroll through apps.

How do I zoom in or out?

Pinch your fingers together or apart while touching the screen.

Do I need Wi-Fi to use the iPad Air?

You will need Wi-Fi in order to use Safari to surf the Internet, to use Siri, to use some of the apps that are pre-loaded on the iPad Air, and to download apps from iTunes. Some of the apps, especially many of the games, will work without Wi-Fi. The library has downloaded 20 e-books and 4 audiobooks to the iPad Air which are available without a Wi-Fi connection.

How do I connect to Wi-Fi?

The iPad Air can join Wi-Fi networks at home, at work, or at Wi-Fi hotspots anywhere. When joined to a Wi-Fi network, the iPad Air connects automatically whenever you use Mail, Safari, YouTube, the App Store, or the iTunes store. For more information, see the iPad Air Quick Start Guide provided with the iPad Air.

Where do I find e-books on the iPad Air?

On the home screen, tap on iBooks app. Tap on any of the e-books already downloaded to read without a Wi-Fi connection.

Where do I find audiobooks on the iPad Air?

On the home screen, tap on the Music icon located at the bottom of the screen and then tap one of the individual titles to listen to an audiobook.

May I download e-books or audiobooks to the iPad Air?

Yes. Tap on the Freading or the Overdrive icon in the Reading folder. Follow the help screen instructions for setting up an account, searching and downloading e-books or audiobooks to the iPad Air. Overdrive and Freading are services provided through the MORE Consortium and your public library.

What format e-book does it use?

iBooks and Overdrive both use the ePub format. Freading uses PDF format.

What is the British Library app? Why do I need a code for it?

The app provides access to over 65,000 e-books that the British Library has digitized from their archives. We have been granted free access to this collection for several months. You can access the app by using the code on the back of the iPad Air. We can also provide a code for personal use if you would like to download the British Library app to your own Apple device. Contact Information & Reference for details.

How do I surf the Internet?

Click on the Safari app located on the bottom or the “dock” on the iPad Air screen. Tap either in the search box or the address box and the touch screen keyboard will appear at the bottom of the screen. See the Quick Start Guide included with the iPad Air for further instructions on using the touch screen keyboard.

How can I “search” my iPad Air?

You can search within specific applications on the iPad Air using the Spotlight feature. To access Spotlight, flick to the left of the Home screen. Tap the bar at the top of the screen and enter your search query. Tap any listing in your results to jump to the e-mail contact, program or application you seek.

Does the iPad Air have a camera?

Yes. The camera can take photos and shoot video. Tap on the “Camera & Photos” folder on the homepage, then tap on the Camera app to use.

Can I use a mouse with the iPad Air?

No, iPad Air is designed for a touch screen interface, not a mouse interface.

Can I print from the iPad Air?

Only if you have an AirPrint-capable printer. Then you can use the Print Direct app, located in the Utilities folder.

Does the iPad Air support Flash and Java?

No.

Can it play music and videos?

Yes, and also podcasts, and most iTunes content.

Does it have any accessibility tools for the blind or visually impaired?

Yes, iPad Air includes the VoiceOver screen reader, screen zoom and color inversion, and speaking text in popup dialogs. For more information about the iPad Air accessibility features, go to www.apple.com/accessibility/iOS.

How do I set up VoiceOver?

Go to the Settings icon located on the Home screen. Choose General >Accessibility>VoiceOver, then tap on the VoiceOver On/Off switch.

What is Siri and how do I use it?

Siri allows you to use your voice to send messages, schedule meetings, place phone calls, and more. To talk to Siri, hold down the Home button and you'll hear two quick beeps and see "What can I help you with?" on the screen. Just begin 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.

Do I have to charge the iPad Air?

You may. The battery icon located in the upper-right corner of the status bar shows the battery level or the charging status. The best way to charge the iPad Air battery is to connect the iPad Air to a power outlet. Plug the Dock Connector to USB Cable into the USB Power adaptor and plug into a wall socket. Connect the other end of the cable to the connection located beneath the Home Button on the iPad Air.

How do I clean the iPad Air screen?

Unplug all cables and turn the iPad Air off. Use a soft, slightly damp, lint-free cloth to wipe the iPad Air screen taking care to avoid getting moisture in the opening.

Where do I find more information on using the iPad Air?

Go to the Home screen on the iPad Air and click on the iPad Air manual icon located at the bottom of the screen or tap on the Safari icon, and then tap the iPad Air User Guide bookmark. Wi-fi is required, since you will be directed to a website for the User Guide.



400 Eau Claire St.
Eau Claire, WI 54701
715-839-5004
www.ecpubliclibrary.info