

Lesson 1

Device Geography

Apple ID and Apple ID Password

Sim Card

Turning the iPhone On and Off

Wireless Charging

Home Screen

Moving Apps

Deleting Apps

Making Folders

Multitasking

Control Center

Customization of the Control Panel

Spotlight Search

Notifications

Widgets

Wall Paper

Lesson 2

Setting up and Using Your iPhone

Lock/Passcode Settings

Finger Print ID

Call Blocking

Wi-Fi Calling

Set Sleep Time

Mute Your iPhone

Call Responses/Respond with Text

Call Forward & Call Waiting

Change Voice Mail Password

Cellular Data – Roaming On/Off

Personal Hotspot

	<p>Bluetooth Speakers and Headphones</p> <p>Find My iPhone</p> <p>Contacts</p> <p>Custom Tone for iPhone Message or Email</p> <p>Using Group Listing on Your iPhone</p> <p>Making Calls</p> <p>Deleting Calls</p> <p>Favorites</p> <p>Voicemail</p> <p>Siri</p>
Lesson 3	<p>Texting and Typing on an iPhone</p> <p>Messages</p> <p>Keyboard Basics</p> <p>Selection of Keyboards</p> <p>Using Dictation</p> <p>Swipe to Delete</p> <p>Sending Emoji's</p> <p>Special Effects</p> <p>Insert Period</p> <p>Typing in Capitals</p> <p>Special Characters</p> <p>Copy & Paste</p> <p>Moving Cursor</p> <p>Undo with Shake</p> <p>Using Text Replacements</p> <p>Typing Shortcuts</p> <p>Custom Tone for Message Receipt</p>
	Email

Lesson 4	<p>Understanding Mail</p> <p>Setting up Email on Your iPhone</p> <p>IMAP and POP Accounts</p> <p>Creating and Sending an Email</p> <p>Attach a file to an Email</p> <p>Attaching a Photo to an Email</p> <p>Saving an Attachment in an Email</p> <p>CC & BCC</p> <p>Change the Font Size in your Emails</p> <p>Reply, Forward Archive and Delete</p> <p>Deleting Emails Automatically</p> <p>Search Mail</p> <p>Folders and Smart Folders</p> <p>Searching for Emails</p> <p>Folders</p> <p>Default Email Account</p> <p>Email Signature</p> <p>E-readers</p> <p>Downloading Books on your iPad</p> <p>OverDrive</p> <p>Getting Started</p> <p>Kindle & EPUB Books</p> <p>Reading Books on Your iPad</p> <p>Looking up Words in Your Kindle App</p>
Lesson 5	<p>Front and Back Camera</p> <p>Quick Access to Your iPhone Camera</p> <p>Use Volume Button to Take Photo</p> <p>Camera Focus</p> <p>Flash</p> <p>HDR Photos</p>

	<p>Live Photos Burst Mode Timer Filters Time Lapse, Slow Motion, Portrait, Square, Panoramic and Video Enable Grid Photo App Selecting Photos Share Photos Creating Albums Sharing Albums Deleting Albums Delete Photos Editing Photos Search Function Including People View a Slide Show of a Person Places</p>
Lesson 6	<p>Miscellaneous Items</p> <p>What is iCloud iCloud Storage Backing up to iCloud Determine your Space Automatic Downloads Automatic Updates Restore Applications App Store Check App Size Safari Bookmarks and Favorites Bar Reading List in Safari Reader View in Safari Delete History in Safari</p>

Private Browsing in Safari

Save Web Pages/Export PDFs from Safari

Calendars

Creating Calendar Events

Syncing Calendars

Reminders

Notes

Printing from Your iPhone

Emergency SOS

iOS Update & Sharing with AirDrop