Australian Government

Be Connected
Every Australian online.

iPhone basics

iPhones not only help you stay connected with others, but they make life easier by providing access to information, online services and entertainment. Get the most out of your iPhone by exploring its features and settings, and learn how you can personalise your phone to make it easier to use.

Get to know your iPhone

There are a range of important features on your iPhone, including:

a. front camera for video chats and selfies

b. power button on the side of the phone for screen wake and sleep

c. charging port and headphone jack

d. volume up and down button

e. ring/silent switch to mute sounds and alerts

f. your phone's Home screen and apps.

Setting up your iPhone

You can find step-by-step instructions on how to set up your new or pre-owned iPhone on the Be Connected website:

- **Setting up your new iPhone** shows you how to set up a brand new iPhone, including how to create an Apple ID.
- **Resetting your pre-owned iPhone** helps you set up a pre-owned iPhone safely. Once you have reset the phone to remove the previous owner's settings, you can complete the steps in the Setting up your new iPhone course.
- Visit **All about Apple iPhones** to discover more ways to use and customise your iPhone, including how to listen to podcasts, share files and more.
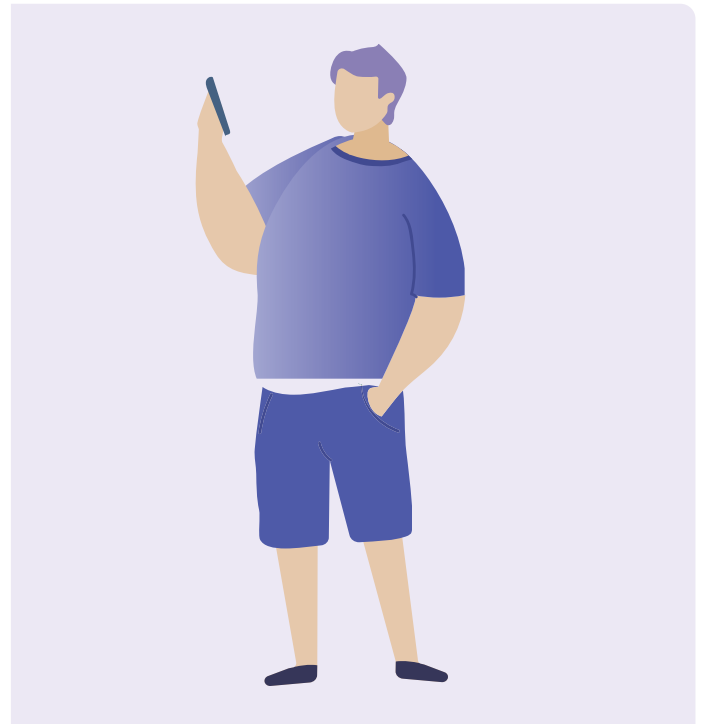
eSafety tips for setting up your iPhone

- Use a strong, unique password for your Apple ID. Strong passwords should be a mix of numbers, letters and symbols, and be at least 12 characters long.
- Use two-factor authentication when setting up AppleID.
- Set iPhone to lock immediately.
- Keep your iPhone's operating system up to date.

Quick settings

The iPhone Control Centre lets you access some common settings and features quickly, such as volume, screen brightness, wireless connections, the camera and torch.

Depending on your iPhone model, you can access Control Centre by swiping down from the top right of the screen or swiping up from the bottom. To close Control Centre, tap anywhere outside of the icon area.

You can open Control Centre any time, whether you're in an app, on a phone call or website, or from the Lock screen. You can also customise Control Centre by removing or adding features at **Settings > Control Centre**.

Accessibility features

Your iPhone has a wide range of useful accessibility features and settings. These can be especially helpful if you experience low vision, are hard of hearing, or find it difficult to use the touchscreen.

I want text to appear larger

Settings > Accessibility > Display & Text Size > Larger Text

The Display & Text Size option can change the size of the text in your phone's menus, emails and text messages. Tap Larger Text and use the slider control to increase and decrease the size of the text.

I want to use the Magnifier

The Magnifier uses the camera on the back of the phone to help you read small text, enlarge details in an image, see objects up close, and more. To access it easily, you can add it to your iPhone's Control Centre.
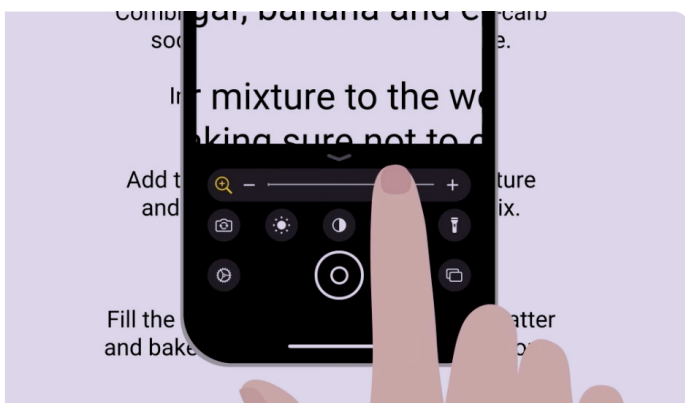
I want to convert my voice to text

Dictation helps you create messages and notes without having to type on the keyboard. It works in any app where you can see the microphone icon on the keyboard, including Mail, Messages, Notes and Safari. Tap the microphone icon, and as you speak the iPhone will type what you say. For the best results, speak slowly and clearly. If the microphone icon doesn't appear on your screen, you can turn on Dictation by going to **Settings > General > Keyboard > Enable Dictation**.

I want to change my ringtone and text tone

Settings > Sounds & Haptics > Ringtone / Text Tone

You can choose different sounds for your phone calls, texts and other notifications. Tap the options under the Ringtone and Text Tone menus to hear a sample of each sound, then set your preferred option by tapping the back arrow at the top of the screen.

You can set the volume for your iPhone's ringtone and notifications using the slider control in the Sounds & Haptics settings.

Notifications

Notifications help you catch up with what you might have missed, such as phone calls, text messages, emails or alerts from apps.

Notifications appear briefly on the screen and can be easy to miss, but you can access them in Notification Centre. You can access it by swiping down from the top centre of the screen, then read, delete, mute or view more details about the notifications. Swiping up from the bottom of the screen closes Notification Centre.
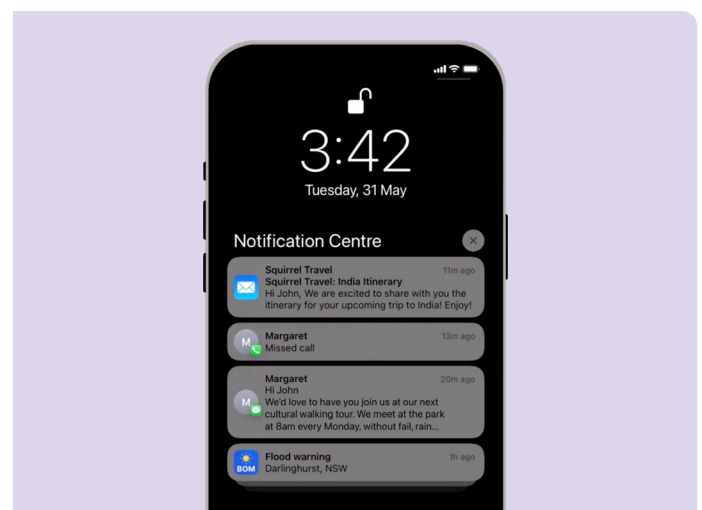
Photos

I want to quickly take a photo

Swiping left on your iPhone's Lock screen is a handy shortcut to open the camera app, without having to enter your passcode. The iPhone is still locked, but you can snap photos and view the photos you've just taken. No other features can be used until you unlock the iPhone.

I want to set a photo as a background

Settings > Wallpaper > +Add New Wallpaper

Personalise your iPhone by setting your favourite photo as a background for the Lock screen, Home screen or both.

I want to share a photo

Photos > Share ⬆️

Your iPhone provides different ways for sharing photos with others. Select a photo, choose an option from the Share menu, such as the Messages, WhatsApp or Mail app, then type a message to your recipient and send it.

Security and privacy

I want to change my passcode

Settings > Face ID & Passcode > Change Passcode

Your passcode is different to your Apple ID password. Your passcode unlocks your device, whereas your Apple ID password unlocks your Apple account.

Your iPhone needs to have a passcode, even if you use fingerprint and facial recognition to unlock your device. Avoid using numbers that are easy to guess like a birthday or anniversary or a number pattern.

I want to hide my Caller ID

Settings > Phone > Caller ID

Caller ID, short for caller identification, displays your number and sometimes your name to the people you call to help friends and family know that you're calling them. You can turn it off if you don't want others to know your number.

Turning off Caller ID only works for phone calls. If you send a text message, the recipient will still see your mobile phone number or name.

I want to block a caller

Phone > Recents > ⓘ next to the number you want to block > Block this Caller

If you're getting multiple nuisance calls from the same number, you can block them in your phone's settings. This means they won't be able to call you again from that number. You can manage your blocked contacts by going to **Settings > Phone > Blocked Contacts > Edit**.

Do Not Disturb

**Settings > Focus > Do Not Disturb >
Add Schedule or Automation**

Do Not Disturb stops your phone from receiving calls, texts, or emails. This is helpful for when you're sleeping or focusing on something important. You can set it to be active at specific times, locations or when using certain apps. You can also set exemptions, so you can be unavailable to everyone except people you choose.
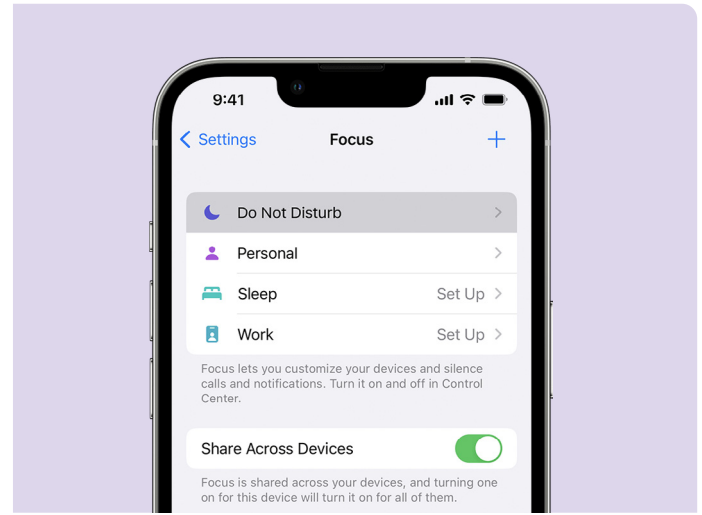
eSafety tips for using apps on your iPhone

- Only download apps from the official App Store.
- Review apps permissions, especially those with access to your contact list, camera, storage, location, and microphone.
- If an app needs access to your location data to function, think about limiting the access to only when the app is in use.
- Keep apps updated and delete any apps you no longer use.

Take the time to discover Be Connected

Be Connected is a comprehensive website with free resources specifically designed to support older Australians to connect online safely and navigate the digital world confidently. The site is also useful for families and community organisations who want to help older community members access all the benefits of the internet.

Visit beconnected.esafety.gov.au

This program has been developed by eSafety as part of the Be Connected initiative.

beconnected.esafety.gov.au