

# Apple iPad: Using the camera

## Using the camera on your iPad to take great pictures, conveniently.

You can quickly access your Apple iPad's camera to take a great picture, or use the front camera to snap a selfie. You can even set a photo as the iPad's background, edit the picture, and send the picture to a friend.

## What you will need

Before you begin the course, check your iPad is charged up, switched on, and showing the **Lock** screen. Your iPad operating software should also be up to date.

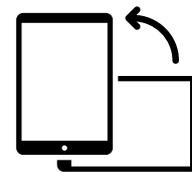
To follow all the steps in this course, your iPad will also need to be connected to the internet via Wi-Fi.

## How to access the camera quickly

The camera works whichever way you hold your tablet, and in this guide, we'll be using **portrait mode**.

With your iPad showing the **Lock** screen, simply swipe left, to open the **Camera** app.

Remember, when you start the **Camera** app from the **Lock** screen, your iPad is still locked. You will be able to take photos and see the photos you've just taken. You won't be able to use any other features of your iPad until you unlock it.



Portrait mode



The Camera app icon is located on the Home screen

## Parts of the Camera app

The **Camera** app activates the camera and shows what the camera can see, on the iPad's screen. This is called the **live view**.

When the **Camera** app is open and showing the live view, it isn't taking pictures or recording, it's just ready to use.

There are lots of options along the right edge of the live view. You can swipe up and down to explore these options, which are for taking different kinds of photos and even video.

We're going to take a photo, so select the **Photo** option.

# Apple iPad: Using the camera

## Taking a photo

To take a photo, hold the camera so the live view is showing what you want to photograph. When you are happy with the scene, tap the middle **Capture** button.

The iPad will make a click like a camera, and the photo will be saved to the iPad's **Photos** app, which we'll look at shortly.

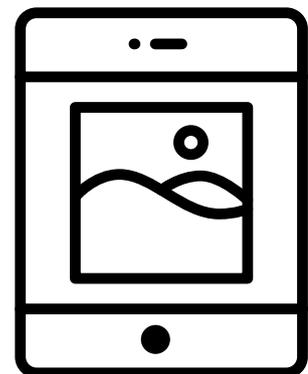
## Viewing the photo you just took

To see the photo you just took, tap the square to the left of the **Capture** button. The photo will fill the display.

## Adding a photo to the background

You can personalise your iPad's **Home** screen by adding a photo to the background. For this example, we're going to use the photo you just took, which should still be displayed in preview mode and filling the screen. Here's how it's done:

1. First unlock your iPad. Press the **Home** button once to show the **Lock** screen, and then again, to show the keypad so you can enter your passcode. Enter your passcode to unlock your iPad.
2. Find the **Settings** icon on your **Home** screen and tap to open.
3. From the **Settings** menu, scroll down until you find **Wallpaper** and tap it.
4. On the right side of the screen, tap on **Choose a New Wallpaper** and then on the **Choose** page, tap on **Recent**.
5. The last few photos you took will appear here. Tap on one to choose it as a background image.
6. You'll see a preview of how the photo will look on the **Home** screen. You can adjust the position of the photo with your finger.
7. Tap **Set**. Some options will pop up asking you if you want to **Set Lock Screen**, **Set Home Screen**, or **Set Both**.



Set a photo as a background image to personalise your iPad

# Apple iPad: Using the camera

8. Tap **Set Home Screen**.
9. Tap the **Home** button to see your new background.

## Taking a selfie

A **selfie** is any photo taken using the iPad's front-facing camera. Let's take one now.

Tapping the camera icon on the **Home** screen opens the **Camera** app, but there's also a shortcut you can use at any time, using your iPad's built-in **Control Centre** menu.

The way you open the Control Centre depends on your iPad model; you can swipe your finger down from the top right of the screen.

1. Open the **Control Centre** and look for the camera icon in the row of icons at the bottom. Tap it to open the **Camera** app.
2. The **live view** screen will appear, ready for you to take your selfie.
3. On the live view screen, find the **Selfie** button and tap on it. Your face should fill the view.
4. You might need to hold the iPad out at arm's length and at a bit of an angle to get the shot lined up the way you want.
5. Tap the **Capture** button to take the selfie. The photo will automatically be saved to the **Photos** app.



The selfie button looks like a camera with an arrow inside it, similar to this

**Getting the perfect selfie can take a bit of practise! If you want your selfie to show you looking directly at the camera, instead of looking at the live view like a mirror, look at the top of the iPad, where the selfie camera is.**



# Apple iPad: Using the camera

## Browsing the Photos

To see the photos you've taken so far in the **Photos** app:

1. First tap the **Home** button to return to the Home screen.
2. Find the **Photos** app. Tap to open it.
3. The Photos app has several ways to look at your photos, but for now, we'll use the **All Photos** view. This shows a grid of all your photos, with the newest photos at the bottom.
4. If you can't see **All Photos**, you may need to look at the bottom left of the screen and tap on **Photos** first. The **All Photos** option will then appear and you can tap on it.
5. If you can't see your selfie, scroll down to the bottom of the screen first.
6. Tap a photo to make it fill the screen. You can view more photos in this full screen mode by swiping left for the next photo, or right for the previous photo.

## Deleting photos from your iPad

If you have a photo you don't like, you can delete it easily.

1. With the photo in full screen mode, look at the top right of the screen to find an icon of a garbage can. Tap on the garbage can icon.
2. A small box appears asking if you really want to delete the photo. Tap **Delete Photo**.
3. The photo disappears and you'll see the previous photo in the **Photos** app instead. The unwanted photo is now gone from your iPad.

**Remember that every time you take a photo or video, it is automatically saved to your iPad. You don't have to save the photos yourself.**



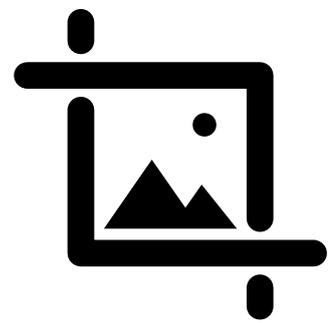
# Apple iPad: Using the camera

## How to edit photos

You can do some basic photo editing using your iPad's **Photos** app. For example, you can reduce the photo's width or height (known as cropping), straighten an uneven shot and much more.

Let's edit the selfie photo that's on the screen right now.

1. Find the **Edit** icon at the top right of the screen and tap it to make some controls appear.
2. You can explore these controls later, but for this demonstration we're going to crop our photo. Tap on the **Crop** control.
3. Tap and hold one of the bottom corners of the photo and slide it upward. When you're happy with the composition of the new photo, take your finger off the display.
4. The preview changes to show how the photo looks after cropping.
5. If you're not happy with the preview, you can tap **Cancel**, then on the options that pop up, tap **Discard Changes**.
6. To retry, tap **Edit** and then tap the **Crop** control again, and drag the corners as before.
7. When you're happy with the result, tap **Done** in the bottom right of the screen.
8. The cropped selfie has now been saved and has replaced the original as new photo in the **Photos app**.
9. To get the original selfie back, tap **Edit** again. Then look for **Revert** at the top right of the screen and tap it. Then tap **Revert to Original**. Your selfie is back!



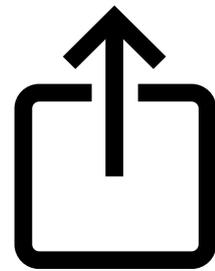
Change the width and height of an image with the Crop control

# Apple iPad: Using the camera

## Sending a photo to a friend

You can send a photo using a feature of the messaging **app** that lets you attach a picture.

1. Tap on the **Share** icon in the row of icons above your selfie.
2. Tap the **iMessages** icon. The **iMessages app** opens showing your selfie already attached.
3. The **To** box is already selected. You can type in the whole name of a contact, or their mobile phone number if you know it.
4. A list of contacts will appear as you type. Tap on the contact's name in the list.
5. To add a message, tap on or near the selfie, then type a short note.
6. When you're ready, tap the **Send** arrow at the bottom right of your selfie. If your friend also has an iPad or an iPhone, this arrow will be **blue**. If they have some other kind of tablet or mobile phone, it will be **green**. They will still get your message, either way.
7. Once the message has been sent, the **iMessages app** will close and you'll return to the Photos app, showing your selfie.
8. Tap the **Home** button to close the Photos app and return to the Home screen.



The Share icon provides options for sending photos and files to others