

# **iPhone Tips ... How To Do More Stuff With Your iPhone**

## **How To Make A Group FaceTime Call With Siri ...**

### **1. Start With Siri (Requires iOS 14.5) ...**

- **Say**, "Hey Siri, make a FaceTime call to [Person 1], and [Person 2], etc."  
(*Say the Names as They Appear in the Contacts App.*)

### **2. Use A Group Name ...**

- You can also use a group name from your messages or contacts by **Saying**, "Hey Siri, make a FaceTime call to [Group Name]", and **All the Contacts in the Group Will Be On the Call**.

## **Making A Group FaceTime Call From A Group Text ...**

### **1. Open Messages ...**

- **Select A Group** (Or **Create One And Send Them a Message**.)
- **Tap the Group at the Top Of The Screen**, and then **Tap The FaceTime Icon ...**
- Your Group Will **Receive a Notification To Join The Call**.
- In The **Message Screen**, **Tap** on the **JOIN Button** to **Join the FaceTime Call**.
- When You're Finished With the Conversation, **Tap the Bottom of the Screen to Bring Up the Menu**, Then **Tap End**.

## **How To Mute Audio & Pause Video On FaceTime ...**

### **1. To Mute Yourself During a FaceTime Video Call ...**

- **Tap** the call window, then **Tap the Mute button**
- Then to **Unmute yourself**, **Tap the Mute button Again**.

### **2. To Pause FaceTime Video During a Call ...**

- **Tap the Call Window**, then **Drag Up** on the **Gray Bar** above the **Effects, Mute, Flip, and End Controls**.
- **Tap Camera Off** to **Pause** your video, Then **Tap Camera On** to **Restart** the video.

## **How To Print Safari Web Pages Without Ads ...**

### **1. Start on the Article or Webpage That You Want to Print ...**

- **Tap** on the **AA Icon** to the **Left of Your Browser Bar ...**
- **Tap** on the **Show Reader View ...**
- The **AA Icon** Should Now be **Black**, and the **Article/Webpage** should be **Cleaner ...**
- Then, **Tap the Share Icon** at the **Bottom of the Screen ...**
- **Scroll Down** and **Tap Print**, **Select Your (Air) Printer** and **Tap Print** again.

# iPhone Tips ... How To Do More Stuff With Your iPhone

## How To Save A Web Page As A PDF On An iPhone ...

1. **Open Safari And Go To The Web Page You Want To Save ...**
  - **Tap** on the **AA Icon** to the **Left** of Your **Browser Address Bar ...**
  - **Select Show Reader View, Tap** the **Share Icon** at the **Bottom** of the **Screen ...**
  - **Scroll** through the **Share Options** and **Select** the **Books Icon**
  - Once you **Select** the **Books App**, the file will be prepared, and the **Books App** will **Open** and **Save** your new **PDF**.

## How To Transfer Calls From Watch To iPhone ...

1. **Switch a Call From Your Apple Watch to Your iPhone ...**
  - To **Answer** the **Call, Tap** the **Green Phone Button** on your **Watch Face ...**
  - On your **iPhone, Tap** the **Green Phone Button** in the **Upper-Left Corner ...**
  - The **Call Will Automatically Transfer** From Your **Apple Watch** to the **iPhone**.
2. **Answer an Incoming Apple Watch Call on Your iPhone ...**
  - **Tap** the **3 Dots Button** on the **Apple Watch Incoming Call Screen, Don't Answer ...**
  - **Tap "Answer on iPhone" ...**
  - The **Call Will Be Placed On Hold** On Your **iPhone ...**
  - **Grab** Your **iPhone, Slide** the **Green Phone Slider** (or **Tap** the **Green Phone Button**) to **Take the Call Off Hold** and **Start** the **Conversation**.

## How To Use Another App When Talking On iPhone ...

1. **When You're on the Phone, And You Want To Use An App ...**
  - **Make** a **Call**. Once You're **Talking** on the **Phone, Swipe Up** From the **Bottom** of The **Screen To Get To The Home Screen (iPhone X and later) ...**
  - When You're **Done With The App, Tap** the **Green Bar** at the **Top** of Your **Screen to Return** to the **Phone Call**.

## How To Merge Duplicate Contacts On An iPhone ...

1. **Open the Contacts App ...**
  - **Select** a **Contact You Want** as the **Primary Contact** on the **Merged Contact ...**
  - **Tap Edit** in the **Upper-Right Corner, Scroll Down** and **Tap** on **Link Contacts ...**
  - Then, **Scroll Through** your **Contacts List** and **Tap** the **Duplicate Contact** you Want to **Merge** with **Primary Contact**.
  - **Tap Link** in the **Upper-Right Corner**. *(Note: The information from the contact you just selected will be added to the contact card you started with. The name from the first card will be the name listed on the newly unified card.)*

# iPhone Tips ... How To Do More Stuff With Your iPhone

## How To Send An Attachment From The Mail App ...

### 1. Open the Mail app ...

- **Tap** the **Compose Icon** in the **Bottom-Right Corner** to **Start** a **New Email ...**
- **Fill In** your **To, Cc/Bcc, and Subject Fields** as needed, then **Tap** the **Body** of the **Email**, If You Have **Predictive Text ON**, Then **Tap** the **Arrow Icon** in the **Menu Bar Above** the **Keyboard**. (*Note: You'll see a new row of **email attachment and editing icons** above the keyboard.*) ...
- **Tap** the **Photos Icon** to **Choose Photos or Videos** to **Attach** to your **Email**. **Tap** the **Photo or Video** you want to **Attach** to your **Email ...**
- **Tap** on the **Camera Icon, Document Icon, Scan Icon, and/or Mark Up Icon**, to **Attach or Modify** Your **Attachments ...**
- Now, **Send** your **Email** by **Tapping** the **Send (Arrow) Icon**.

## How To Find Imports In Photos App (iPhone/iPad) ...

### 1. Open the Photos App ...

- **Tap** the **Albums Tab ...**
- **Scroll** to the **Bottom** of the **Page** and **Tap Imports ...**
- To **Find** a specific kind of imported photo, **Tap Ellipse (...)**, Then **Tap Filter ...**
- **Tap** the **Type of Import** you're **Looking For**, (*Favorites, Edited, Photos, Videos*), then **Tap Done**
- Now a **Blue Sphere (With 3 Lines)** Will **Appear** (The Filter Selection Indicator) at the **Top of the Screen**, and the Photos Displayed Will Be the Ones you Selected in the Filter.