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# Foreword

iPads, as it called actually relatively denotes the simplicity of the gadget to the non tech savvy individual. Being a tool to access information which is pleasing to the eye in its design and functionality is the pivotal selling point for iPads.



## ***iPad Era***

***Use, work and play with the gadgets of the century***

# Chapter 1:

## *What Can iPad Do For You*

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### Synopsis

The iPad is a line of tablet computers which are designed primarily to function as a platform for audio-visual media such as books, periodicals, movies, music, games, apps and web content.



## **The iPad**

With its compatible and favorable size the convenience of the iPads is simply beyond reproach. Controlled by a multi touch display it depicts a virtual onscreen keyboards experience.

Allowing the user to view the information with clarity most other tools are not able to provide the iPads are certainly capable of making everything look clearer and crispier and more lifelike.

For the individual who is using the iPad for work purposes, it allow for streamlining the daily business tasks with application that eliminate paper based process to an almost minimum, while giving real time information and improving efficiency of all common office activities.

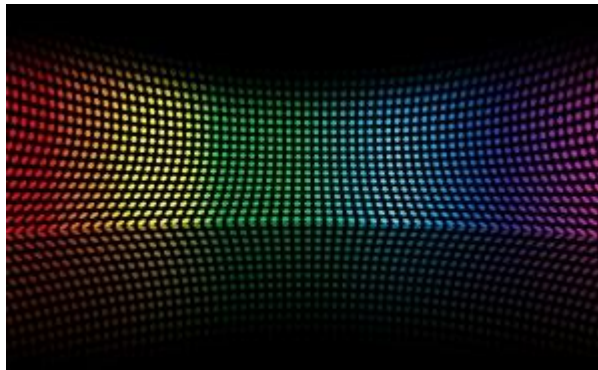
These may include accessing files, editing office documents, creating forms, used in meetings to make presentation and taking notes and a host of other beneficial actions that make the business operations easier.

As for those in education, the iPads also present an attractive alternative where creativity and hands on learning experiences are available to be explored.

The powerful built-in applications and allow the user to engage in informative content in an interactive way, finding information

instantaneously and access entire libraries of work as needed. These would include access to textbooks, applications relevant to the users studying needs, iTunes U and classroom works and interactions.

All these features allow the versatility of the iPad to be explored by almost anyone and everyone who is keen on exploring the technical world of internet accessing information.



# **Chapter 2:**

## ***Familiarize With iPads Basic Features***

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### **Synopsis**

Perhaps the earliest recognizable feature would be the stylish and slim design that is most enduring to its success to date.

For most the iPad is a tool to keep the user entertained and connected with favorite people and content.

However this is only possible, if the user is able to identify his or her needs and specifically source for compatibility when making a suitable purchase of this tool.



## **The Basics**

Being versatile, the touch screen feature allow the user to control everything with fingertips or a stylus pen, thus making it easy to use and a whole lot of fun. The user is also able to customize the way the tablet looks and feels easily by adding and removing applications from the touch screen. Similar to the operating system on a PC or Smartphone, the iPad operating system keeps things running smoothly and manages any programs the user needs to access. The built in memory should be adequate to enable processing tasks as well as accommodating a generous amount of storage space for photos, movies, applications, games, music and all the other needs of the user.

Other compatible feature would include it comfortable small and slim design to enable it to easily fit into a suit pocket or light enough to carry around everywhere. The sizes vary but generally are sufficient to allow the user to view more details in the movies and games being featured. Safari, mail, photos, video, youtube, iPod, iTunes, application store, iBooks, maps, notes calendar, contacts are all features that are currently included in more iPads as a standard.

The hands on experience also provide for the even better and more enhanced applications, such as the display, the camera and the wireless connections designed to be featured accordingly.

# Chapter 3:

## *What Can I Do With icloud*

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### Synopsis

The setting up of the icloud feature and its use is easily done and understood as its design is meant to be. These would include the storing of music, photos, documents and data wirelessly. This is done at a more accurate pace and seamlessly pushes the data to all the relevant devices automatically and effortlessly.



## **Using iCloud**

With icloud, the user is able to download new music purchases to all the devices the moment the tap buy is initiated at iTunes. Access to part music and TV shows purchased can be done wirelessly and without syncing. The other interesting feature would include taking a picture with one device and automatically having it appear on all of the other devices being used.

The ever changing faces of these technologically based tools can sometimes be rather challenging and based on this the technology in the home, on the move and in business needs to be stay abreast with these changes. Icloud is built into the core applications that will run just as it does used to, with the exception that it is now built in. with the use of include any downloaded track to the tool will automatically be synced with all the other devices too. Thus anything down loaded to a phone can easily be detected on the iPad too. This goes for any and all other applications too.

Calendars will be fully synced too and each time a new entry is made or edited the existing one will be updated across all other devices tool. This can also be done with shared calendars where the additions of the other party will also appear on the tool. Sharing photos streams and new images and videos applications is also well provided for with icloud.

# Chapter 4:

## *Synchronizing iPad With Your Computer*

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### Synopsis

Being able to synchronize anything is always advantages and it is not different with the iPad and computer. However in order to do so, one needs to be aware of all the step required to ensure it is done effectively.



## **Syncing iPad**

Ideally in the initial stages a data connection cord would be made available to connect the iPad and the computer to sync the information.

This information could include anything from contacts to calendar settings. Before the iTunes can be used to sync, it has to be downloaded through the appropriate software. This can be done directly or by opening an iTunes account.

When the iTunes are installed on the computer with the connecting iTunes, then the next step would be to simply initiate the transfer.

The following are some easy step to use to help the individual synchronize both these popular tools:

- First the data connection cord needs to be plugged into the iPad. This will facilitate the first step of the transfer.
- Then the plug should be fastened from the data connection cord to the computer. The iTunes page then opens and show an item in the left pane of the iPad and an icon indicating that the process of syncing has begun. The user should be able to see the notification appear on the screen reading “sync in progress”.

- When the syncing is complete, then home screen returns on the iPad and iTunes now shows a notation that the process has been successfully completed and that the user should now disconnect the cables. Any media chosen in the iTunes setting will have been transferred and any new photos in the computer folder which may contain pictures would also have been successfully transferred. Social networking is also possible by tapping the Ping button of the iTunes to check for any updates.



# Chapter 5:

## *Explore the Web With Safari and Youtube*

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### Synopsis

The safari web browser is the pivotal reason the net on the iPad is more like the net in other more traditional means of access. However there is a signification difference in that the net often looks more attractive and inviting when on the iPad due to the screen features.



## **Web Surfing**

Having the access of safari on Mac and Windows is one of the more popular web browsers in the accessing online information platforms, which makes safari on the iPad appealing.

Using the keyboard in safari will allow for the common web suffixes to be accessed by simple pressing and holding the .com key and choosing the relevant domain type needed. Also of equal importance in the period (.) and the slash (/) which can sometimes pose a quite a problems but are frequently used to enter web addresses. One method is the website already book marked from the page or internet explorer browsers on the computer and the other as iPad using suggested websites when a particular key is tapped and the history list appears relevant to the letter tapped.

Using safari to capture streaming youtube video can be done with the browser's built in tools provided the downloading is in a flash file. The user would have to access the particular youtube video intended to be capture and start the play. The by pressing the command – option the safari activity window will be activated. The name of the video will appear and within the window followed by the word youtube and uploading will appear as in the amount of megabytes denoted. The option double click should be indicated as it will then download to the Mac ad a flv file, which can then be played through a third party file.



# Chapter 6:

## *The Ultimate Email Experience*

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### Synopsis

Having the iPad as another optional tool to use when it comes to sending emails, the user is certainly spoilt for choice. This is without doubt for some an easier option to use, however the user would need to be savvy on the various methods to make the emailing process simple as it would be so initially.



## **Emailing With iPad**

The email is naturally designed to look good on the iPad mode as it really utilizes the latest iPhone, iOS 3.2 firmware. The popup box on the screen creates the easy to use mode and compliments the main mail window nicely. The setup of the Gmail account using the Microsoft exchange allows the user to also get push emails.

Sending emails with attachments can also be done with some innovative maneuvering. This would include knowing and understanding that doing it the conventional way of creating the message first for the email and then initiating the attachment will not work for the iPad and instead it would be to be done in the opposite manner, where the attachment would have to be pasted and then the message composed. The document can be sent in pages format, as a PDF or as a Microsoft Word document file. Using the other application when there is a need to email content from the application chosen would require the user to look for the common share and action menu which is depicted as a box with an arrow.

The emailing process using the iPad is a fairly simple process, and the user would simply have to shift the thinking process to accommodate a few different overall steps to a new workflow pattern. Exploring the various ways to add on other items that would need to be sent with the email can also be done quite effectively with the similar need for simply maneuvering the various steps available.

# Chapter 7:

## *Easy Navigating and Reading*

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### Synopsis

Enjoying the reading and navigational experience on the iPad is indeed an altogether enhanced one. The iPad is simply better at providing the almost real experience in reading in its original form.



## **Use With Ease**

The RSS application which syncs via Google Reader, present a wonderfully elegant interface for reading the latest articles for any website the user may be interested in browsing. By simply tapping on the headline that catches the user interest, the article slides into view. The clarity is incomparable and distinct. However if there is only a summary at this point then the reverse pinch on the text or tap on the readability button will bring forth the quick loading of the rest of the article automatically and almost immediately. If the user is interested in sharing the article content with others then a simple tap and hold on the links will bring up the sharing window. There is also the facility of being able to easily email the links or save them to the instapaper, post them to various social networks and many other options too. If the articles are rather lengthy, a tap on the instapaper button will enable the whole article to be viewed easily. The font and brightness can be controlled too.

As for the navigational applications the iPad does present some wonderful options which are quite easy to use. By simply placing the iPad on the dashboard and pointing the camera at the road, the user can select the destination and press the “follow me” icon. The application will show the user the map and the actual road to be taken with the virtual car driving feature as the guide. There is no real need to be connected to the internet either as the follow me works when the actual maps have already been downloaded beforehand.

# Chapter 8:

## *Playing Your Music Vault iTunes*

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### Synopsis

There are several different options and individual can explore when it comes to playing and enjoying the favorite tunes, however the iPad does have its own distinctive pleasing features.



## **Listening to Music**

The iPad ideally features a larger screen real-estate and makes the iTunes a great digital jukebox for playing music and displaying album covers. However in order to optimize the use of the iPad for the iTunes enjoyment, the following are some tips to be aware of:

- Holding the iPad in the landscape position the left side of the iTunes is the library of playlists that have the synced from the iTunes previously on the computer. The music must already be synced on the iPad iTunes to ensure the process is smooth.
- By clicking the iTunes application on the iPad, the user will be able to add music to the iTunes via the iTunes music store without actually having to be connected to the computer. This method of wireless downloading ensures the songs and albums appear in the purchased playlist under the user's library.
- At the top of the iTunes the user will be able to control the play and selection of songs. The middle button will be for play while the other two buttons on each side are for skipping and backwards and forward motions for the playlist. The volume control can be found on the left side, while at the bottom of the interface are the songs and album viewing options. If the left column is clicked on, the user will be able to view all the artists and the amount of songs that are in the library of each artist depicted. This is definitely a very useful feature when the user intends to sync a mix of singles and albums to the iPad iTunes.

# Chapter 9:

## *Using iPad At Work*

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### Synopsis

The iPad is also a tool that can be successfully used to get work done in the office environment and is not specifically for leisure purposes only. Its functions vary from a simple currency calculator to an iTanslating tool.



## **iPad At Work**

The following are some of the applications that can be used for office and work purposes that will enhance the iPad experience and assist the user all at the same time:

Sorted – this task management application with a simple and sleek interface element that doesn't get in the user's way allows the user to easily access anything by simply tapping on the screen.

Making any necessary markings as also possible by simply swiping the page again. It is also able to manage multiple lists and add due dates, apply color labels and notes wherever necessary.

The currency calculator allows the user to convert between 160 currencies while viewing the native currency and multiple foreign currencies simultaneously. The rates are constantly updated and even tax calculations and other calculations can be configured in.

iBrainstorm – the interface application allow the interaction with others as the title depicts. The members' privy to the information being exchanged can flick their notes straight on the iPad screen and all the work can then be collectively arranged or scrapped.

Adding to this, the flocking notes on the iPad is nearly instantaneous and that enhances the creative process even further.



Minimal folio – this simple and straightforward application allows the user to easily add images, PDFs and video via email or iTunes and arrange them accordingly.

The iPad can also double up as a sleek presentation tool by simply swiping left and right between the columns and any which way. This type of presentation can be done in a matter of minutes especially if the user is of the creative sort.



# Chapter 10:

## *Getting More Apps From Appstore*

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### Synopsis

This application allows the user to browse and download applications from the iTunes store that developed with the iOS SDK and Mac SDK feature and then have them published through Apple Inc.



## **The App Store**

Some of the applications are free, while others may require the user to pay a nominal fee for the use, thus depending on the application chosen, the elements can be downloaded directly to a target device or downloaded on a personal computer or Macintosh via the iTunes anytime and anywhere. The choices available are virtually infinite by comparison to other similar offering tools. Every application downloaded from the app store makes the tools function is various new capacities and this is quite exciting for the user who understands and capitalized on all the applications available.

Some of these applications would include almost every category possible, such as games, lifestyle, social networking and education to name just a few. The attractive added benefits are that most of these applications can be gotten absolutely free. If the user is just browsing, then this too is made very easy. The user is also able to flick through a few screen shots to view new additions and these can be done with a few quick maneuvers to search and then download the interesting ones. These applications can also be sent as gifts to other users.

The business applications are based on the markets need and are constantly being updated with more innovative applications. This is beneficial for the user who is tech savvy and wanting to impress the client. There are also travel applications that allow the user to book vacations and find the best spots. Other applications would include the use of the Appstore to gain access to information to the sports and fitness category.

# Wrapping Up

Either for work or play, the iPad is a great tool to own. You can do anything from surfing the web to playing your favorite music to handling business matters. In a nutshell, the iPad makes life simpler.

