

# iPhone/iPad Essential Training

Browsing the web  
via Safari

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## Basic Layout

iPad has much more space to show things

Favorites, tabs and navigation is on the top  
of the screen

iPhone has a much smaller screen so many  
things are on the bottom of the screen or on  
another screen

i.e. tabs are pages on another screen

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## Address/Search Bar

They are combined!

As an Address bar

go directly to websites

As a search bar

uses search engine (google, Yahoo, Bing or  
DuckDuckGo)

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## Moving around

Scroll down

Return to top of page

Tap top of screen twice

Double tap to make column fit screen

Double tap to return to regular page

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## Background vs Tabs/Pages

Background web pages

sequential history where you can go back and forth

< >

Tabs (or Pages) open a new tab where you can still have background web pages

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## Tabs on iPad

Create a new Tab

+

Long press to open in New Tab

Navigating and deleting Tabs

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## Pages on iPhone

Add a Page

Pages icon (2 overlapping squares)

+

Navigating and deleting Pages

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## Bookmarks

Create them with Share icon

"Regular

Favorites

Go to them with Bookmark icon

press on it to make bookmarks appear and again to make it disappear

bookmark column is on the left

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## History

Click on the bookmark icon to make it appear  
in the left column near the top is History

The keeps a long history of your web page  
activity and searches

Clear deletes history, searches and cookies

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## Safari Settings

Search Engine choice

Passwords (if you use keychain)

Block Cookies

Clear History and Website Data (cookies)

look under Advanced to see what sites have  
saved a cookie

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## Reader

Shows only the good stuff in an article

Look for the 3 ½ lines at the left of the  
address bar

tap it to turn on reader.

tap it to turn off reader.

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## Reading List

Alternative to Bookmarking

Saves web page for off line reading

Save with Share icon/Add to Reading List

View from Bookmarks/Reading list column (Harry  
Potter glasses)

Unread or All view

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# Privacy

Privacy Mode

Pages/Tab

Private / Done

shows bars at the top in Black

Will not save to regular history

Will not let web sites use cookies

Will keep last used private pages unless you close them

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# iCloud tabs

Macs, iPhone and iPads

In Settings/iCloud on all devices turn on

If left in Safari on one device the tab is available to the other devices

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# Keychain

Keeps passwords for web sites

Settings/iCloud/Keychain/ and turn it on

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# Form Auto-fill

Settings/Safari/AutoFill

keeps

your contact info

credit cards

allows keeping of usernames & passwords

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# Passwords

If AutoFill is checked for names and passwords

Settings/Safari/Passwords

Your Passcode is needed to see the passwords

Can be used to “remember” forgotten  
passwords

(another reason not to share your devices  
passcode)