Introduction to Camera and Photos on the iPad & iPhone
Saratoga Springs Public Library

**Camera App**

1. Icon for camera app
2. What does the Camera App allow you to do?
3. Using the Camera App
   a. HDR
   b. Timer—3 or 10 seconds
   c. Camera rotation—front or rear facing
   d. Flash
   e. Video
      1. Regular
      2. Time Lapse
      3. Slo Mo
   f. Photo
      1. 3D Touch
      2. Portrait
      3. Zooming in and out
      4. Exposure
      5. Photo Filter
      6. Grid lines
      7. Square
      8. Pano
      9. Live Photo
         a. Certain Devices
         b. App for live photos on other devices called Camera for Live Photos—in Settings
   10. Bursts
   11. Screenshot
Photos App

1. Finding your picture—Photos
2. Icons in Photos app—bottom of the screen
   a. Photos
      i. Years
      ii. Collections
      iii. Dates
   b. Memories—by date
   c. Shared
   d. Albums
      i. All Photos
      ii. People
      iii. Places
      iii. Videos v. Selfies
      vi. Panoramas
      vii. Time Lapse
      viii. Slo-Mo
      ix. Screenshots
      x. Recently Deleted
         1. Each photo shows the number of days until it is deleted
         2. Recover
         3. Delete
   xi. My Albums

3. Sharing a photo
   a. Message
   b. Mail
   c. Facebook
   d. Twitter
   e. Etc.

4. Editing a photo
   a. Auto-enchance
      i. Improves a photo’s exposure, contrast, saturation and other qualities
b. **Crop**
   i. Selects a portion of the photo

c. **Photo Filters**
   i. Applies different color effects such as mono fade, black and white

d. **Adjustments**
   i. Sets Light, Color and Black and White options

e. **Red Eye**
   i. Removes the red eye from a photo

f. **Markup**

g. **More**—photo apps

5. **Deleting a photo**

6. **Creating a photo album**—see step by step directions

7. **Importing pictures from outside your iPad**

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**Creating a Photo Album on the iPad or iPhone**

*This is assuming that you already have pictures in your All Photos icon on your iPad.*

1. Tap the Photos icon

2. You should now see your photos. On the bottom of the screen you should see four icons:
   a. Photos
   b. Memories
   c. Shared
   d. Albums

   Tap the Albums icon and you should see
   i. All Photos
   ii. Other Icons
   iii. You might also see some albums entitled **Last Import** and/or **All Imported**

   On Album page—select **EDIT** in the upper right corner.

   f. Now tap + in the upper left corner.
      i. You should now see a dialogue box **New Album**
       ii. Give the album a name and tap **SAVE**
       iii. Add photos to “Name of album” should now appear
       iii. Now tap the pictures that you want to go into the album. As you select a picture, there should appear a small blue circle with a checkmark in it. This is indicating that this picture is going to go into your album. You can also select all the pictures in an area by tapping the Select on the side. When you do this all the pictures should have the blue circle with the checkmark.
       v. After picking all your pictures that you wish to put into your album tap **DONE**.
       vi. You should now see the album that you just named appear in the album page. Once again tap **DONE** in the upper right corner.
       vii. You should now see the new album that you just named appearing in the album page. If you tap on the album you should now see the photos that you just selected.