**Outsmart your SmartPhone**

Everybody’s getting them, but do you understand what you have? We will be demonstrating on Motorola Droids, but iPhones and other Droids all have similar features. Lots of controls are built in. It’s important to know them.

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**Turn it Off / Reboot (see Video)**

Hold down the power button, select Power Off

Airplane mode vs Powered Off: In airplane mode you have no communications (talk or Internet) but can still use computer features like composing email, reading old email, using the camera, using Apps like Kindle reader etc. Airplane mode saves battery. Good thing to do on cruise ships too!

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**The Notification Area**

Top row, touch and drag down to see details,(or Menu Notification) and to clear Updates: pay attention to notifications, it is important to install updates

![Notification icons](image)

Common Notification icons:

- 📥 You have a new gmail message
- 📩 You have a new text message
- 🕒 You have something on your calendar coming up soon
- 🔒 Application Update is available
- 🔄 Data is sync’ing. Look for this notification if you think your phone is being very slow
- ⬆️ ⬇️ Something is being uploaded / downloaded. This also slows down Internet on your phone.

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**Arranging your Home screen**

Touch and hold an icon, then you can move it, or trash it from your home screen. It will still be in your All Programs area in alphabetical order. Touch the 🌐 ‘Launcher , or Apps icon.

You can add ‘Widgets’ or change background wallpaper by touch and holding on a blank area of your home page. iPhone puts all programs on your home screens. There is no ‘All Apps.’

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**Permanent Phone buttons:-Menu, Home, Back, Search**

<table>
<thead>
<tr>
<th>Button</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>🌐</td>
<td>= Home: it always takes you to the Central Home screen. If you’re already on your Central Home screen, it will show all your home screens in miniature, so you can select the one you want. If you press and Hold, it will show you your most recently used applications</td>
</tr>
<tr>
<td>🍀</td>
<td>= Menu: Opens a menu appropriate to your current screen. Whenever you’re not sure what to do on any particular screen, try the Menu button.</td>
</tr>
<tr>
<td>⬅️</td>
<td>= Back: takes you back to a previous screen</td>
</tr>
<tr>
<td>🎯</td>
<td>= Search: From your home screen, it opens up a basic search field for Google. In applications, it will search that application. If you press and Hold, it will bring up a Voice Search.</td>
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</tbody>
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iPhone has one … Home button

Press once to take you to home screen, press a second time to get to Search, press twice fast (double-click) to see all currently running Apps.
The Volume Button

What it does depends on the context
- When you're talking on the phone, it increases/decreases your call volume
- When the phone is ringing, pressing the volume button anywhere will stop the ringing
- When you're not on a phone call, and you're at a home screen, Volume up will increase your ringtone volume, volume down will decrease it all the way to silent
- When you're in an application, it will increase/decrease the volume for that application

Semi-Permanent Phone Icons-bottom row
- The icons at the bottom of the Droid's home screen stay the same even when you swipe left or right to other home screens. But, you can change what buttons they are by touch and hold on any button, then select a different one.

System Settings

Explore them all, Home, Menu, Settings. iPhone: Touch Settings icon on home screen

About Phone … know what version of the operating system you have (e.g. Android 2.3)
Applications – see what is installed, stop or uninstall them
Display Settings: Auto-Rotate setting is here, also timeout setting
Sound Settings: Vibrate, Ringtones etc.
Accounts and Sync: manages all your Google applications, Synchronizing your gmail online with the phone, Facebook etc. You need a Gmail account to use Google Play and download other Apps

Saving Battery
- Airplane mode. Turns off the radios that are searching for signal. This is important when there is no signal to be found! Hold down power button and Airplane mode should be an option. Or, from home screen – Menu, Settings, Wireless and Networks, Airplane Mode
- Dim the display. The screen uses a lot of the battery power, see Settings, About Phone, Battery Use. This will tell you what is using the most battery and provides access to adjust settings.
- You can also add a widget to your home screen for Brightness Level. Touch and hold on a blank area on home screen, select ‘Widgets’ then Brightness Level.

Using Wi-Fi
- If you have a limited data plan, you may want to connect your phone to a Wi-Fi hotspot when available. Or when there is no 3G or 4G signal. Like in the Bahamas, or on a cruise ship!
- Settings, Wireless and Networks, WiFi. Select an appropriate signal – enter security key if required

Facebook App
- If installed, you can take a picture and share immediately to facebook
- Use the Facebook app to update your status
- If you don’t have the facebook app, you can always go to the website using your browser, but the app is better suited for your phone.
Voice Search and command

From home screen, touch the search button, then touch the microphone icon for voice recognition
“zip code for Bushnell, Florida” “recipe for eggplant” “navigate to Walmart” “Call Nick Russell”
Any time you see the microphone icon, you can touch it and speak your command rather than typing.
Touch and hold on the Search button will take you directly to Voice Search.
iPhone: use Siri

Voice Dictation

When you’re composing a message and the onscreen keyboard is active, you should see a little microphone icon on the keyboard. Touch that microphone and you can now dictate your message.
If this doesn’t work for you, then you need to check your settings and see that Voice Input is turned on.
Home -> Menu -> Settings
Language & Keyboard -> Android Keyboard -> Voice Input

Map, Directions and Navigation (see Video)

Google Maps and Navigation are two separate applications but they’re integrated. iPhone has Google Maps, but not Navigation … yet. iPhone navigation programs include Mapquest, Waze, CoPilot.
From any map view, you can see where you are by touching the compass rose icon in the upper right.
to get directions to somewhere, just touch the ‘Search Maps’ text box, then type (or touch the microphone and speak) your desired destination. When your destination appears, touch it, the touch Directions, and last
While your phone is actively navigating a route, the icon will appear in your notification bar. You can use your phone for other things during an active navigation. To get back to the map screen – drag down on your notification bar and then touch the icon. To end Navigation, touch Menu and Exit Navigation

Viewing Your Pictures with Gallery

If you have a Picasa Web Album associated with your Google Account, and that Google Account is set to synchronize with your phone (Home->Menu->Settings->Accounts and Sync), then you will see your Web Albums in Gallery. If you have joined Google+ and have that installed on your phone, you can set it so that every picture you take on your phone is automatically uploaded to Google+. Use the Google+ app to see your photos instead of Gallery.
This diagram comes from the official Android help pages: http://goo.gl/yoVDx

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Camera settings, onscreen with the camera app

- Focus mode
- Photo Location storage on/off
- White Balance
- Flash, Zoom

Transfer pictures to computer using USB cable (see video)

- Using cable that came with the phone for charging, plug one end in phone, the other in USB port. When prompted, choose ‘Turn on USB Storage.’ Now your phone looks like any other USB storage device to the Computer and you can copy, or use Picasa to import pictures.

Keyboard and Swype

- Swype is a free app from [www.swype.com](http://www.swype.com). It allows you to type whole words by dragging your finger to the letters. You only lift your finger up between words, not letters. Much faster than key by key. Not available for iOS (iPhone, iPad) yet! It is pre-installed on Droid Razr and others, just go to settings, Language and Keyboard, Input Method, and select Swype.

Using your Phone to give Internet connection to your computer

- If your phone has the Hotspot capability, turning that on will allow your computer to connect to it. This requires an extra charge from your Cellular provider.
- Using 3rd party software called PDAnet from [junefabrics.com](http://www.junefabrics.com) you tether your phone to your computer with the USB cable—or as a hotspot, providing Internet to your computer without an extra charge from your provider. You are still using the bandwidth allotment on your data plan. For iPhone, this app requires jailbreaking. See [www.junefabrics.com](http://www.junefabrics.com) for more detail.

Bar Code Scanner

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