

Device: iPhone

Making Contacts, Blocking Contacts, Calling Contacts, Identifying Spam Calls, Voice Typing, and Texting Recordings

Informational Flashcards

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Home Screen

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- To reach the home screen, **click the home button** on the bottom of the phone (see fig. 1)
- This is where all your apps are located. If you **swipe to the left or right**, there may be additional apps.
- **Click on an app icon to open it**

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Home Screen Photo (fig. 1)

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Click an
app to
open it

**Home
button:**
used to
return to
home
screen



Contacts

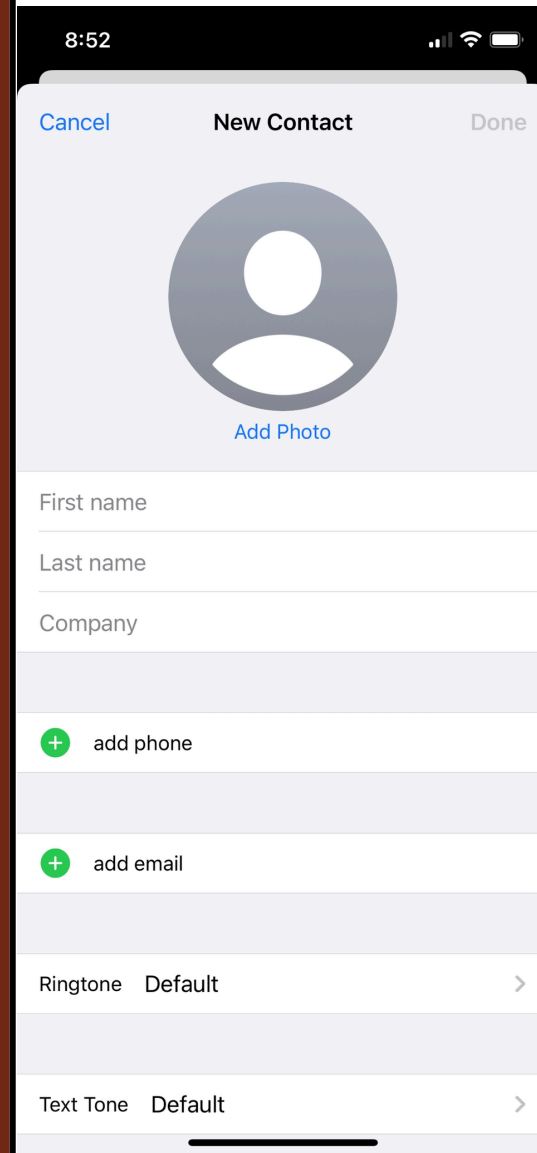
5

- The Contacts app holds a collection of saved phone numbers and email addresses.
- To create a contact, first open the Contacts app by **clicking on the below icon** in your home screen:



Making Contacts Step 2

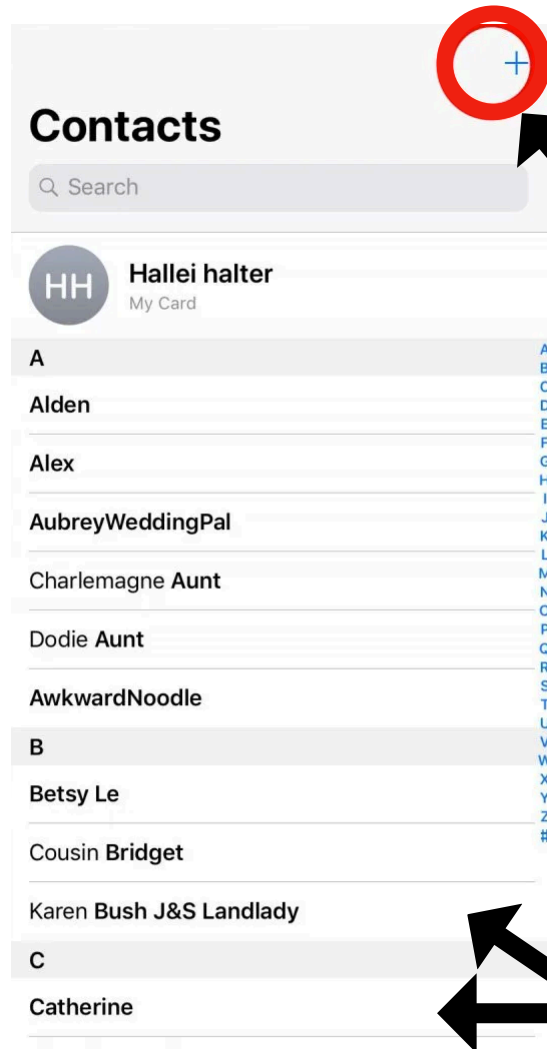
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The image shows the 'New Contact' screen in the Contacts app. At the top, there is a status bar with the time 8:52 and signal indicators. Below the status bar, there is a header with 'Cancel' on the left, 'New Contact' in the center, and 'Done' on the right. The main area features a large gray circle with a white silhouette of a person's head and shoulders, and the text 'Add Photo' below it. Below this, there are input fields for 'First name', 'Last name', and 'Company'. Under the 'Company' field, there are two green plus icons with the text 'add phone' and 'add email' respectively. At the bottom, there are two rows: 'Ringtone Default' and 'Text Tone Default', each with a right-pointing arrow.

Click on any category to provide information about the contact. For example, **click "First Name"** to provide the contact's first name. **Click "Add phone"** to add a phone number for your contact, and **"add email"** to add an email address.

Making Contacts Step 1

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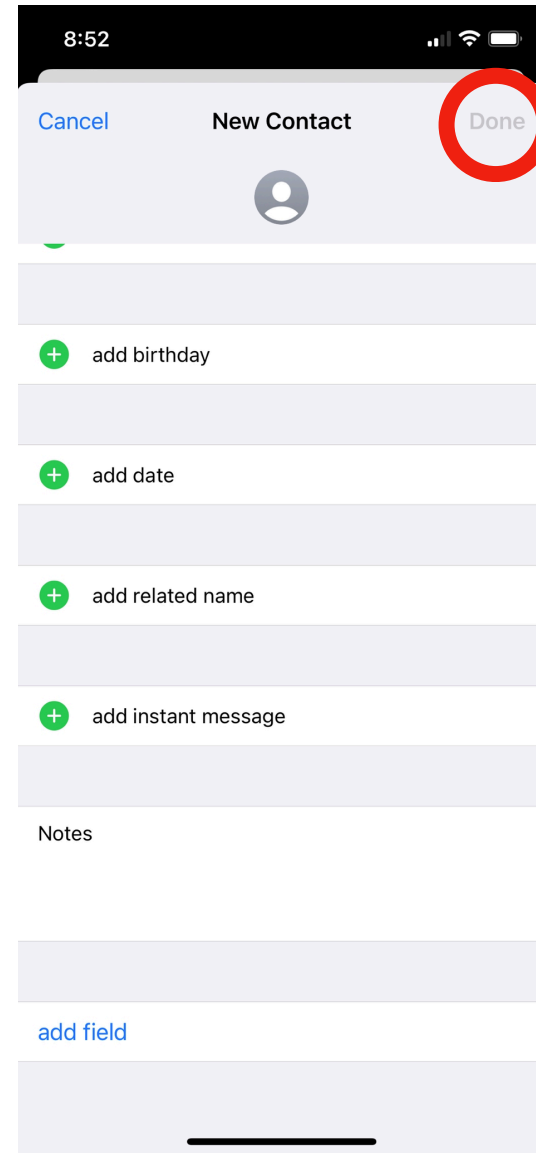


Click the plus icon to create a new contact

Your past contacts are saved here, click to access one

Making Contacts Step 3

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Scroll down to add more information (birthdays, nicknames, etc.)

Click the "Done" button on the top right of the screen once you are satisfied providing contact information (circled in red)

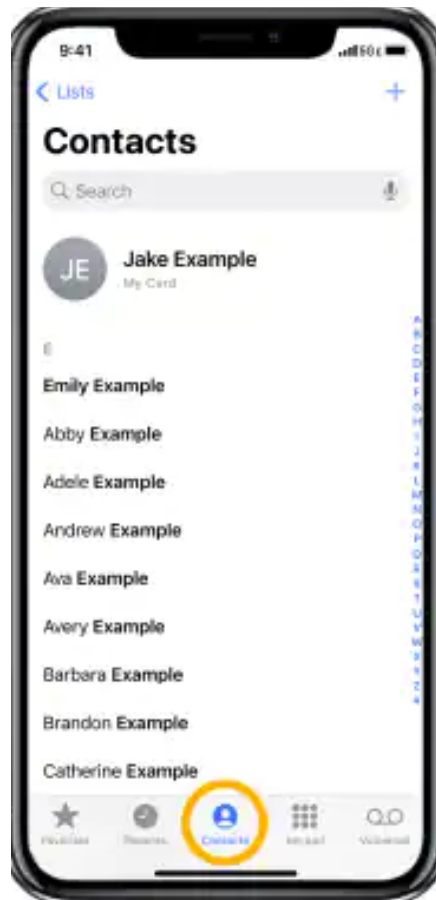
Blocking Contacts Step 1

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To block a contact, first go to the **Phone** app



Click the **contacts** tab at the bottom of the screen to access contacts. Search or **click on the contact** you would like to **block**.



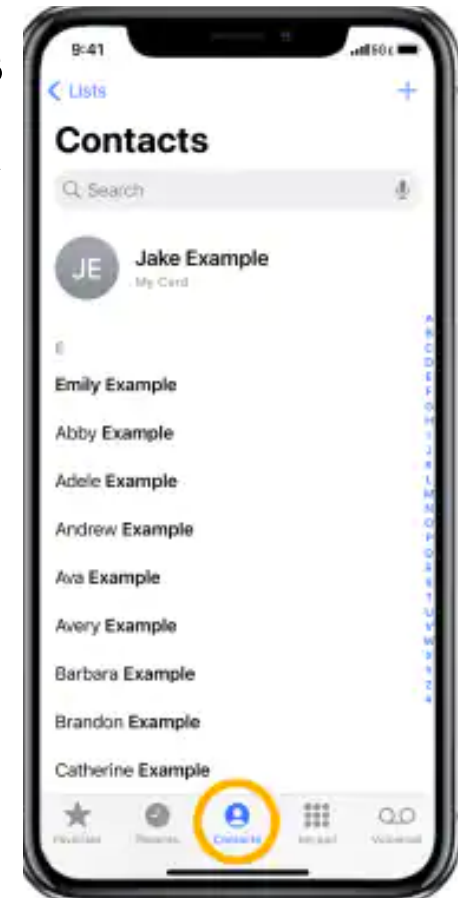
Calling Contacts Step 1

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To call a contact, first go to the **Phone** app



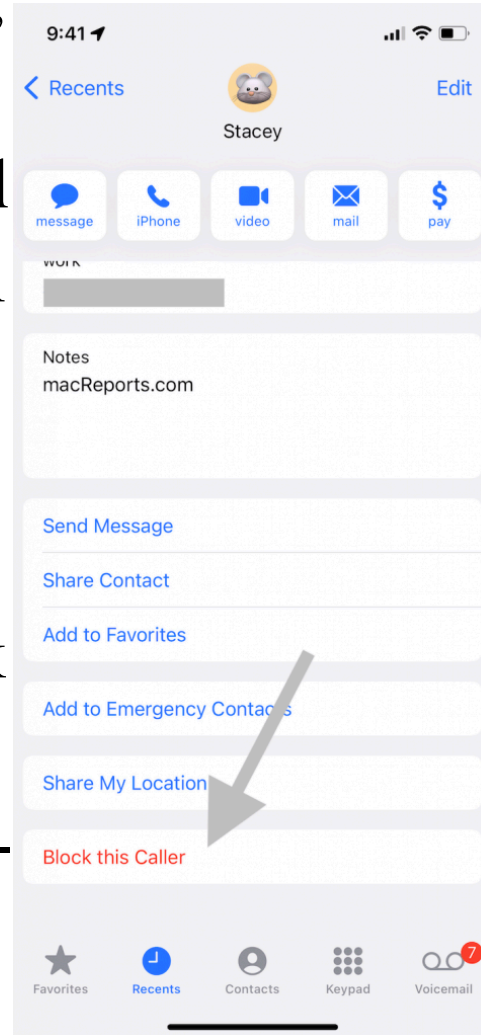
Click the **contacts** tab at the bottom of the screen to access contacts. Search or **click on the contact** you would like to **call**.



Blocking Contacts Step 2

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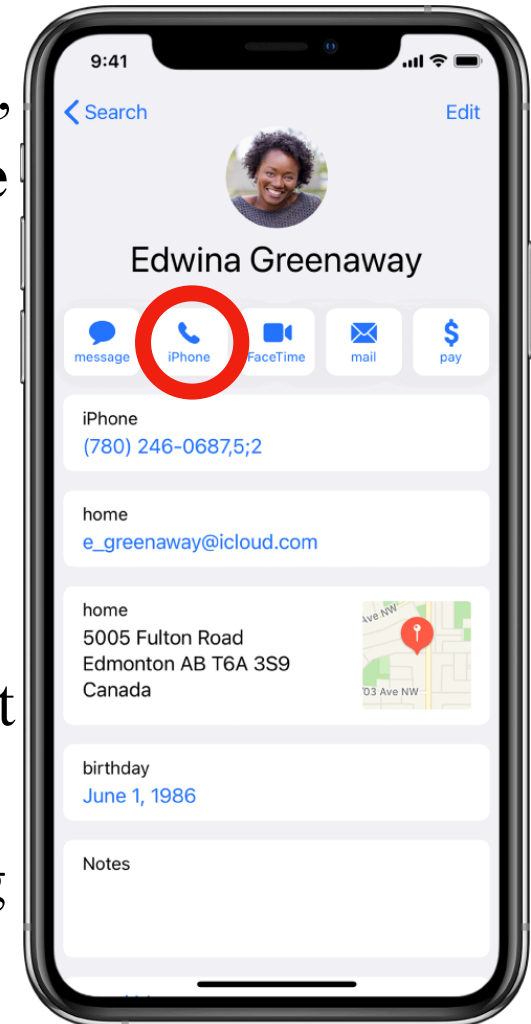
After clicking on the contact, scroll to the bottom of the page and click **"Block this Caller."** Click the "Block Contact" pop-up button to confirm.



Calling Contacts Step 2

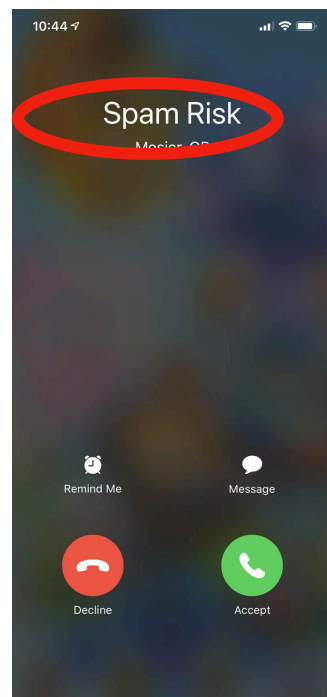
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After clicking on the contact, **click the phone icon.** This will call your contact. You can also text, FaceTime, or email a contact using the corresponding icons in the same row.



Identifying Spam Calls 13

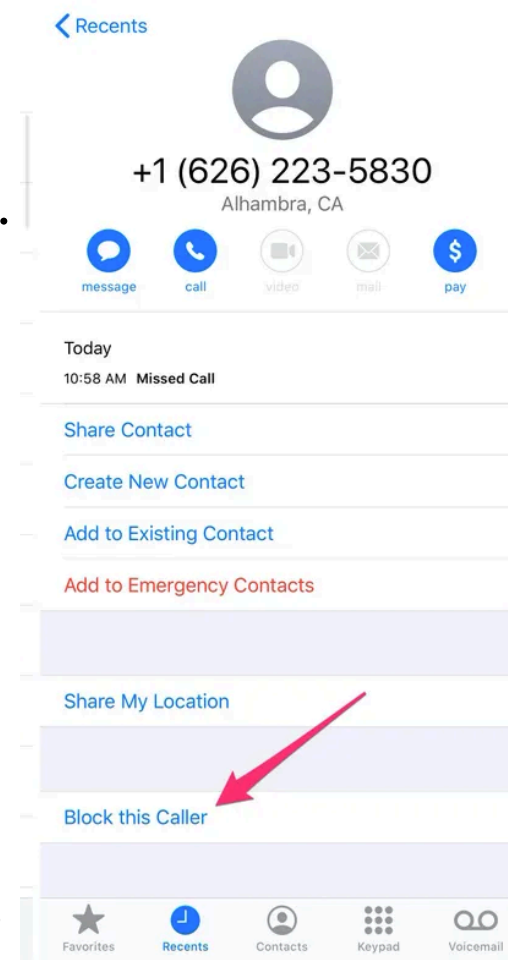
On an iPhone, many **spam calls** can be identified with a label of "Spam Risk," "Scam Likely," or "Potential Scam."



Additionally, look for **unfamiliar locations or area codes** at the beginning of the number (i.e. 123 instead of 713)

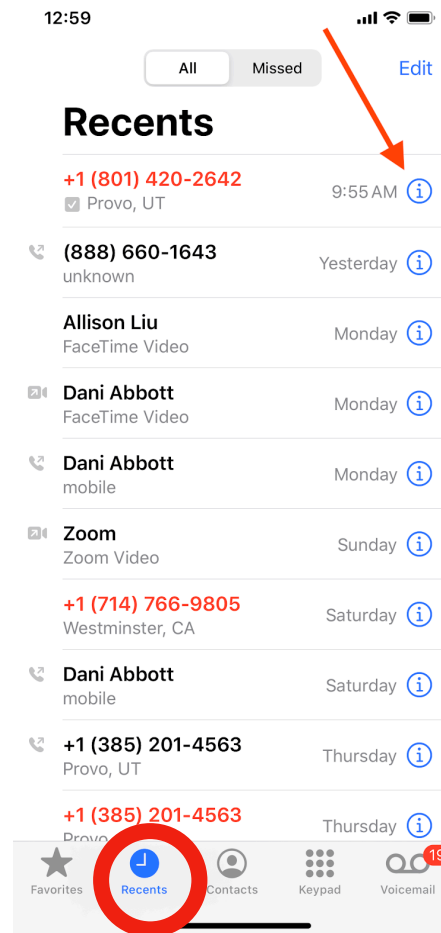
Blocking Random Numbers Part 2 15

Click the "Block this Caller" button. Click "Block Contact" on the pop-up button to confirm. You should no longer receive calls from this number



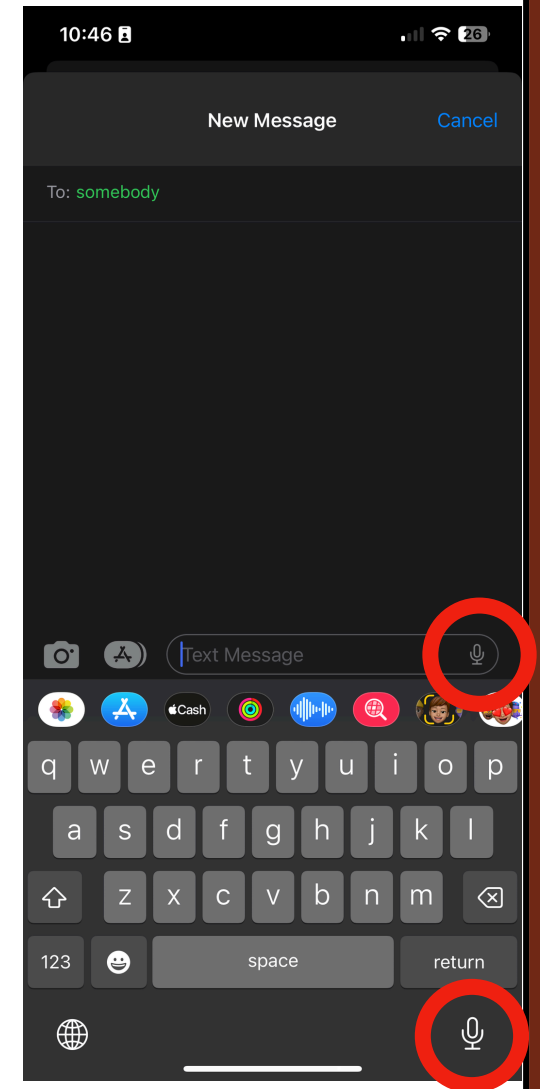
Blocking Random Numbers Part 1 14

To block a random number, open the **Phone app** and click the **Recents tab** at the bottom. Then, **click on the 'i' icon** next to the number you would like to block



Voice Typing Part 1 16

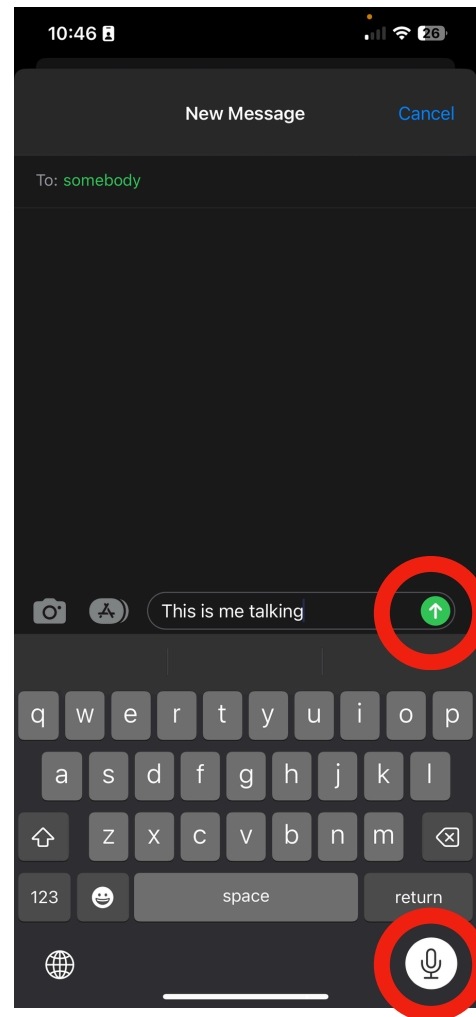
To translate your words into text, first open a message with the person you would like to send a message to. **Click either of these two mic icons.**



Voice Typing Part 2

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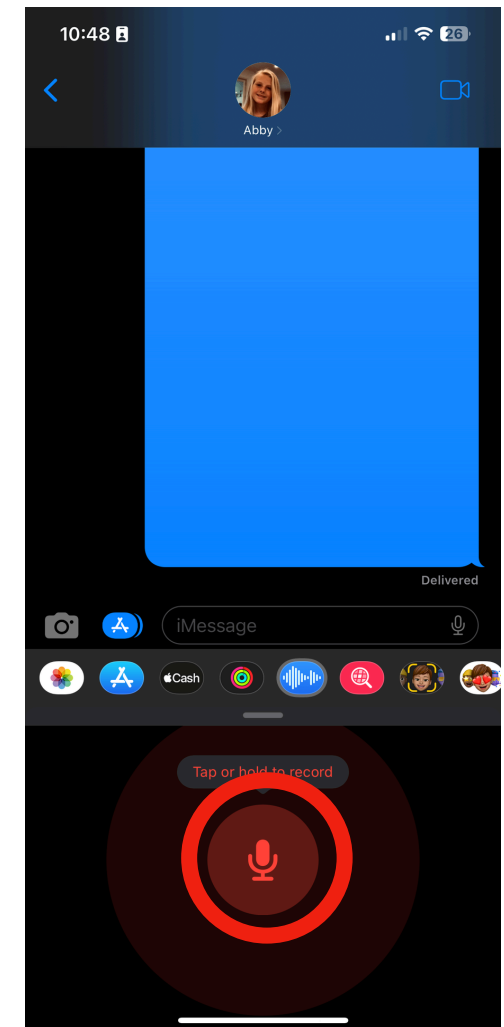
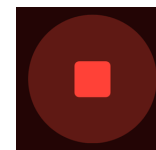
Speak the words you would like to transcribe and **click the mic icon** on the bottom right corner of the screen once you are finished. **Click the send button** to send the message



Texting Recordings Part 2

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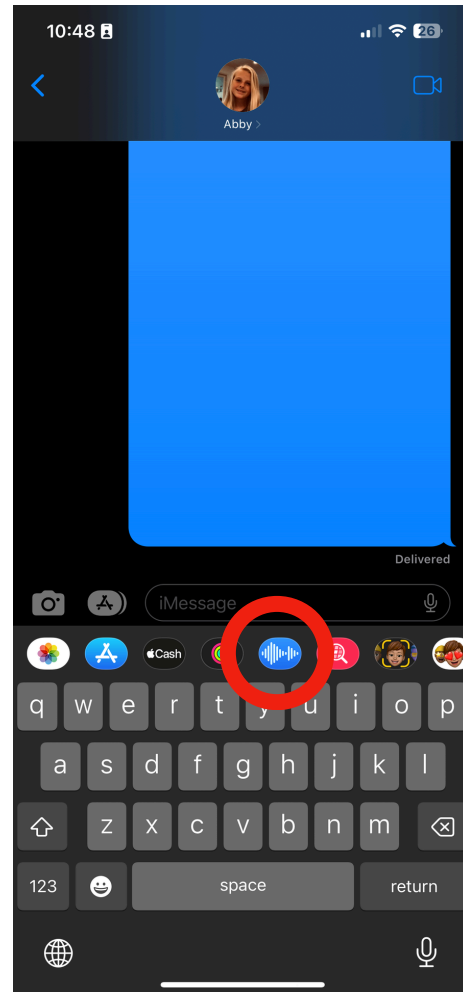
Click the red mic icon and speak the message you would like to send. Once finished, **click the red icon again**, this time the icon should look like this:



Texting Recordings Part 1

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To send a recording via text, first **click the voice memo icon**



Texting Recordings Part 3

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Finally, **click the send button** to send the message, or click the 'x' to delete the message.

