



## iPhone Secret Tips & Shortcuts

<b>Quickly Scroll to the Top</b>	
<b>Take a Screenshot</b>	Just press the Home and Sleep buttons at the same time and your current screen is saved automatically in your camera roll.
<b>Reboot</b>	Hold the Home and Sleep buttons until the screen goes black, and subsequently shows the Apple logo. This will probably take about 8 seconds.
<b>Caps Lock</b>	 Double click caps lock button to keep caps lock always ON
<b>Extra Characters</b>	
<b>Leave Off www and .com for Faster Browsing</b>	 
<b>Add Sites to Your Home Screen for Quick Access and More</b>	
<b>Save Images</b>	Tap and hold an image to copy the image or save it to the photo gallery.
<b>Get URL Hints</b>	 In Safari, you can press and hold any links in order to see the URL and site name of the link.
<b>Lock the Screen Orientation</b>	
<b>Save Battery Power</b>	Turn off Wi-Fi, 3G and Bluetooth
<b>Change the Spotlight Search Result Order</b>	 Settings > General > Search Results. From here, you can rearrange the order of your results, as well as turn off the ones you don't want.
<b>To create a folder</b>	Press and hold any app until it starts wiggling. Then, drag the app onto another app that you'd like to include in the same folder.
<b>Change folder name</b>	Press and hold folder icon
<b>Swipe to delete</b>	Swipe across the email or conversation to get a Delete button.
<b>Cut, copy, and paste.</b>	Find the text you want to edit in a note, email, web page, or other app. You can select a word by double-tapping it, and select more or less text by dragging the grab points. Then tap to cut, copy, or paste. To undo an edit, shake iPhone, then tap the Undo button.