

iPad Tip # 2

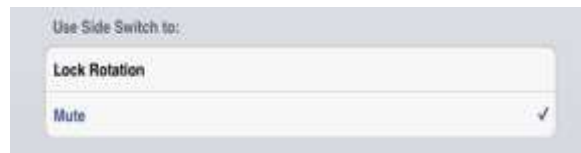
Basic Tip: Side Switch



The Side Switch has two functions:

1. **Mute**-to silence audio alerts and notifications.
2. **Lock Orientation**-to prevent iPad from switching between portrait and landscape.

The function of the side switch can be changed in Settings. Go to Settings and General. Select whether you want the Side Switch to Lock Rotation or Mute.



See the Advanced tip for another way to mute and lock orientation.

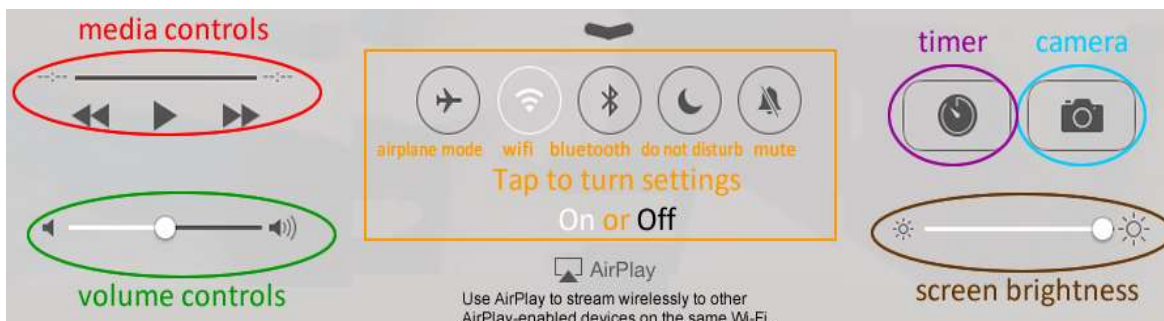
Advanced Tip: Control Center



From the Home screen, you can open and close the Control Center with a single swipe.

Open: Place your finger below the screen (see yellow area). Slide your finger up onto the screen to reveal the Control Center

Close: You can swipe down, tap the Home screen, or press the Home button.



The Control Center gives you instant access to **media controls**, **volume controls**, **timer**, **camera**, and screen brightness controls. You can quickly toggle **Settings** on (white) or off (black).