

iPad Tip # 4

Basic Tip: Emailing photos

1. Open your photo app.



2. Find the photo you would like to email and touch it.

3. Locate the sharing icon.



When you select it, you will see a panel of sharing options.



4. Tap the Mail icon and a new Mail message with the image already pre-attached will open.

5. Address the message and include a Subject and message, if needed.



Make sure the email address you want is the one listed.
If you have more than one email set up, you can choose between them.

Advanced Tip: Moving Images and Videos

1. On your computer, open iTunes and go to Edit and Preferences. Select **Prevent iPad from syncing automatically**. Click OK.



2. On your computer, go to Start and Computer. You will see Hard Drives and Devices listed. Scroll to bottom to Portable Devices and your iPad will be listed.



3. Double-click on the portable device then on Internal Storage and DCIM Folder.



4. You may see one or more folders. Open them to see images and movies. Select files and copy to computer.



5. On your iPad, you can save iMovies to your camera roll and then transfer them to your computer by following the steps above.