



## PHONE BASICS

Today when people are getting new phones, more than likely it is a smartphone. These prompts are based on having a smartphone, but the same principles apply.



**For your own protection on your device, ensure you have set up a screen lock or password protect.**



Find settings.

Go into **Security and Privacy > Select screen lock & passwords**. Select **Password** and it will prompt you to create a pin or a pattern on your phone. Use something that you will remember!

### To add a contact

Find Contacts



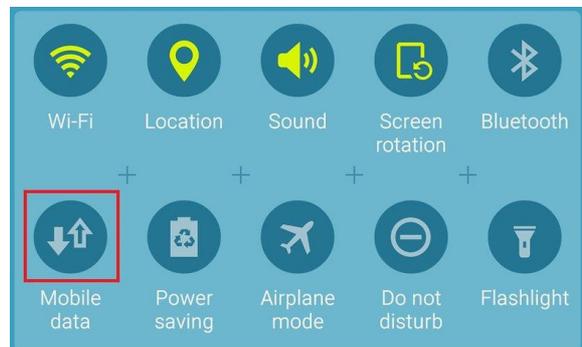
You should see a **plus sign** to add a contact. Enter the name and mobile number and save it with the **blue tick** or **save** on the top right corner.



This symbol is in your camera. When you are on your video call or want to change the view of your camera. This is the button to use.

### Shortcut reminders of what they do:

When you unlock your phone and you are on your homepage, gently swipe your screen down from the top. This will give numerous symbols which some are explained below. If these symbols are in a different colour (maybe blue) it means that icon is active hence when the symbol is faded it is not in use.





# LUTON IRISH FORUM

WELFARE, SOCIAL & CULTURAL OPPORTUNITIES

Wi-Fi – Use this symbol to search Wi-Fi when you are in new places. You may need to source the password from the Wi-Fi host. By using Wi-Fi, you are saving using your data. When the button is blue, click on it and will bring up different available Wi-Fi codes. When you know the right one to use, press on it and it will prompt you for a password.

Mobile Data – The phone package you choose will affect the data allowance you have. Remember to turn your data off and only use it when you need to. Some data packages have hidden additional charges and if you are unfortunate to be in hospital, then the last thing you need is an extra bill.

Bluetooth – There is no need to keep this on. This is used if you need to connect to another device, like a speaker or printing photos in a shop. Keep it off as if it is on, other people might be able to access your device unknowingly to you.

Sound button – Press this for different options i.e. change sound to vibrate or to be silent.

Auto/Screen rotate – This allows you to flip your phone sideways if you need to. This is handy to keep on especially if you are talking to family members and want to move your phone sideways to see them all.

Airplane Mode – This is the button to use for being on an Airplane. However, it has its advantages as if you turn this on, when charging your phone, your phone will charge quicker but remember to turn it off. If it stays on, your phone won't work. You won't receive calls etc.

Torch – All smartphones have a torch, good if you need to see something quick but again don't keep it on as it will absorb your phone battery.

Location – on the choice of apps you have on your phone will affect whether they want to use your location. Generally, try to keep it off and when you re-access an app it will automatically activate. Speak to your family members and see if they would like your location kept on as they may want to set up track your phone. This is not to spy on you. However, this could be a safety mechanism for you, such as if you had your phone on you and you got lost, they might be able to track your location to see where you are.