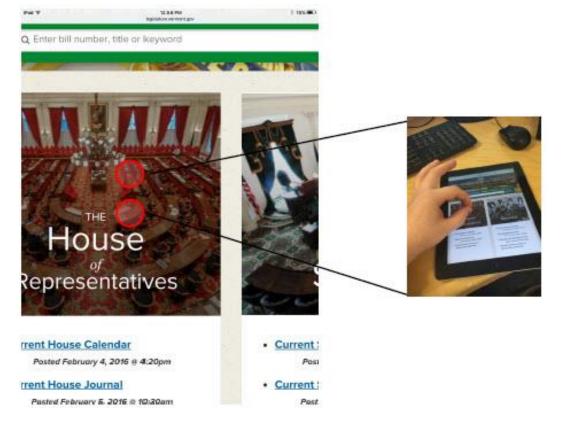
#### iPad Basics: Gestures

2-Finger Zoom-In
4-Finger Quick Change Between Apps
4-Finger Application Closing
5-Finger Application Minimize

## 2-Finger Zoom In

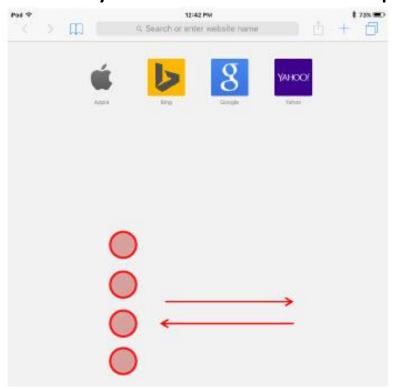
In Web@Work, Safari, Email+, Docs@Work, and various other apps you can zoom in to make text on a given page larger. To do so, with your browser open to the page you would like to zoom in on, place the tips of your thumb and index on the screen. Pinching them together will zoom in; pulling them apart will

zoom out.



#### 4-Finger Quick Change Between Apps

In order to quickly change between apps you have open, place four fingers on the screen as pictured below and swipe to the left or right. This is how you could quickly switch between, say, email and your web browser without having to press the home button and tap the icon for the desired app. Note that you'll need to swipe upwards if your iPad is in landscape mode.



# 4-Finger App Closing

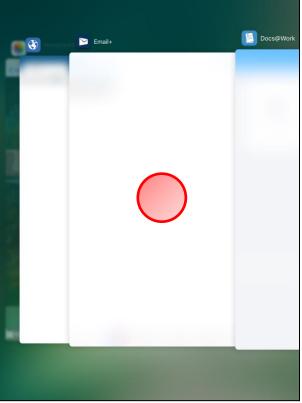
Occasionally you may want to close the apps you have open on your iPad. If you never close out of apps, your battery life may drain more quickly. You may also have an app frozen or not functioning as it should, in which case closing the app might resolve the issue. In order to open the app switcher, you can either press your home button twice or swipe upwards with four fingers as pictured below.

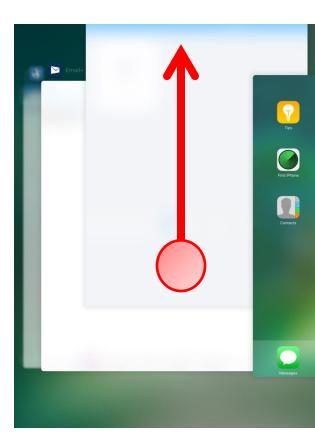


# 4-Finger App Closing (cont.)

Once inside the App Switcher you can swipe to the left or right to see which apps are currently running. Tapping in the center of an app will open it up; swiping upwards on any of them will close the app. Be sure not to close any apps with unsaved work!



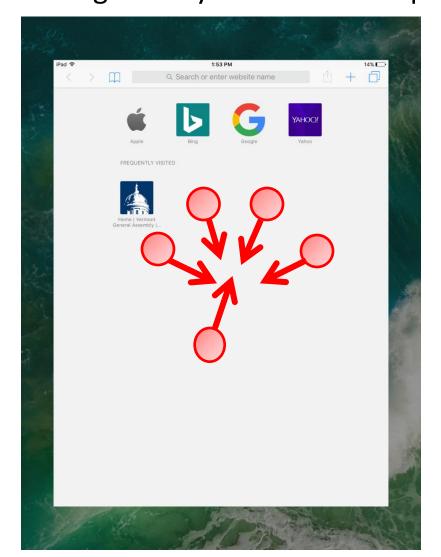




## 5-Finger Application Minimize

To quickly close out of an application and go back to your home screen, place all five fingers on your screen and pinch them

together.



### Questions or Problems?

Please contact Leg Council IT by sending an email to <a href="mailto:eHelpdesk@leg.state.vt.us">eHelpdesk@leg.state.vt.us</a> with a description of the issue as well as the best way to contact you. If you are unable to email, feel free to call Brandon Dyer at 828-0291.