## Helpful hints for utilizing the online syllabus

### Downloading PDFs into iBooks on your Apple iPad

- How to download the app and instructions (<u>https://support.apple.com/en-us/HT201478</u>)
- 2. Basic Instructions on iBooks from (<u>https://support.apple.com/en-us/HT201478</u>)-
- 3. Simple instructions on how to add a PDF document to iBooks from (<u>https://support.apple.com/en-us/HT201478</u>)
  - a. Add ePub or PDF files that you download from other websites to iBooks on your iOS device
  - b. Scroll to the top of a PDF on your iPhone, iPad, or iPod touch.
  - c. Tap "Open in iBooks." The PDF is added to your iBooks library.

# Bookmarks, highlights, and additional features

While reading, tap or click the bookmark icon  $\Box$  in the upper-right corner to bookmark a specific page. You can also highlight any text within a book or create a Note from your highlighted selection. To look up a word, on your Mac, double-click the word, or if you're on iOS, double-tap then choose Define.



On iOS, to get to Bookmarks, Highlights, and Notes, tap on the Table of Contents icon  $\equiv$ .

On a Mac, to see Highlights and Notes click the Notes icon  $\blacksquare$  in the upper left corner. To see Bookmarks, click the down arrow  $\checkmark$  next to the Bookmarks icon  $\blacksquare$ .

You can automatically sync your Bookmarks, Highlights, and Notes with your other devices that are signed in with the same Apple ID.

• On your iOS device, tap Settings > iBooks > Sync Bookmarks and Notes.

 On a Mac, choose iBooks > Preferences and select "Sync bookmarks, highlights, and collections across devices."

(https://support.apple.com/en-us/HT201478)

## Tips on Downloading Large Files to Apple iPads

http://www.pocketables.com/2011/04/ipad-tip-downloading-large-files.html

#### How to use PDF Annotator

http://www.pdfannotator.com/en/

#### Tips for Utilizing Dropbox for Managing your Online Syllabus on Mobile Devices

https://www.dropbox.com/help/topics/mobile