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READING WITH YOUR APPLE DEVICES

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Introduction

Welcome to my class on reading with your Apple devices! In this class, we'll explore several useful features in Safari that can help you read more efficiently and effectively on your Mac, iPhone, or iPad. These tips and tricks will help you get the most out of your reading experience.

We'll start by diving into Reader Mode, a great tool for simplifying web pages and creating a distraction-free reading environment. With Reader Mode, you can remove extraneous content from a page and focus on the text and images that matter most. We'll explore how to activate Reader Mode in Safari on your Mac. We'll also discuss how to use Reader Mode on your iPhone or iPad, so you can enjoy a seamless reading experience across all your devices.

Next, we'll learn how to use Reading List to save articles and web pages for later reading. Reading List is a great way to keep track of things you want to read but don't have time for at the moment. We'll explore how to add items to your Reading List, how to organize and remove items from the list,

and how to access your Reading List across multiple devices.

In addition to these core features, we'll also cover some more advanced topics. For example, we'll show you how to open a private window in Safari for secure browsing. Private windows don't save your browsing history, cookies, or other data, making them a great option for sensitive online activities. We'll also explore how to take screenshots and print pages as PDFs, so you can capture and save important information from the web.

By the end of this class, you'll be a pro at using Safari to read and browse the web on your Apple devices. So let's get started and dive into the wonderful world of reading on your Mac, iPhone, or iPad!

READER MODE

With these simple steps, you can use Reader Mode to create a distraction-free reading experience in Safari on your Apple Devices.

Reader Mode On the Mac

- Open Safari and navigate to a web page that you want to read.
- Look for the Reader View icon in the Smart Search field at the top of the window. The icon is typically represented by four horizontal lines.
- Click on the Reader View icon to activate Reader Mode. This will remove extraneous content from the page and create a simplified, easy-to-read version of the article.
- To customize the appearance of Reader Mode, click on the "Aa" button in the toolbar. This will give you options to adjust the font size, style, and background color of the page.
- To exit Reader Mode and return to the original web page, click on the "X" button in the top left corner of the window, or press the "Esc" key on your keyboard.

Reader Mode On the iPad and iPhone

- Open Safari and navigate to a web page that you want to read.
- Look for the Reader View icon in the Smart Search field at the top of the screen. The icon is typically represented by four horizontal lines.
- Tap on the Reader View icon to activate Reader Mode. This will remove extraneous content from the page and create a simplified, easy-to-read version of the article.
- To customize the appearance of Reader Mode, tap on the "Aa" button in the top left corner of the screen. This will give you options to adjust the font size, style, and background color of the page.
- To exit Reader Mode and return to the original web page, tap on the "Reader" button in the top left corner of the screen, or swipe left to right from the left side of the screen.

READING LIST

With these simple steps, you can use Reading List to save and organize articles and web pages for later reading on your Mac, iPhone, or iPad.

Reading List On the Mac

- On a Mac:
- Open Safari and navigate to a web page that you want to add to Reading List.
- Click on the "Add to Reading List" button in the toolbar. This button is represented by a pair of glasses.
- To access your Reading List, click on the "Reading List" button in the toolbar. This button is represented by a pair of glasses with a number next to it, indicating how many items are in your Reading List.
- To remove an item from your Reading List, right-click on the item and select "Remove Item".
- To mark an item as read, right-click on the item and select "Mark as Read".

Reading List On the iPad and iPhone

- Open Safari and navigate to a web page that you want to add to Reading List.
- Tap and hold the "Add Bookmark" button in the toolbar. This button is represented by a rectangle with an arrow pointing upward.
- Tap "Add to Reading List" in the menu that appears.
- To access your Reading List, tap the "Bookmarks" button in the toolbar, then tap the "Reading List" tab at the top of the screen.
- To remove an item from your Reading List, swipe left on the item and tap "Delete".
- To mark an item as read, swipe left on the item and tap "Mark as Read".



PRIVATE BROWSING MODE

5

Private Browsing with Safari is a great option for sensitive online activities. When you open a private window in Safari, your browsing history, cookies, and other data are not saved. This means that you can browse the web without leaving behind a trail of your online activity. Private Browsing is ideal for situations where you want to keep your browsing history private, such as when you're using a public computer or when you're browsing sensitive websites.

Private Browsing Mode for the Mac, iPad, and iPhone

- To open a private window in Safari on a Mac, iPad, or iPhone, follow these steps:
- Open Safari.
- On a Mac, click on "File" in the menu bar at the top of the screen. On an iPad or iPhone, long press on the "Tabs" button in the toolbar.
- Select "New Private Tab (or Window)".
- A new private window will open, and the address bar will have a dark gray background indications it is Private.
- You can now browse the web in private mode, without saving your browsing history, cookies, or other data.

PRINTING AS A PDF

Printing a web page as a PDF in Safari can come in handy in many situations. For example, you may want to save a copy of an article for later reading or reference, or you may want to keep a record of a web page that you know will change or be removed in the future. Whatever the reason, printing a web page as a PDF in Safari on your Mac is a quick and easy process that you can perform with just a few clicks.

Printing as a PDF on a Mac

To get started, open the web page you want to print as a PDF in Safari. Once the page has loaded, select "File" from the menu bar at the top of your screen. From the drop-down menu, click on "Export as PDF". This will open a new window where you can choose where you want to save the PDF file on your computer. You can also choose a name for the file if you want to change it from the default name. Once you've chosen where to save the file and given it a name, click "Save" to save the PDF file to your computer.

One of the great things about printing a web page as a PDF is that you can easily share the file with others. You can send it as an attachment to an email, upload it to a cloud storage service, or even print it out and share it in hard copy. This makes it a great option for those who want to share information with others who may not have

access to the internet or who prefer to read on paper rather than on a screen.

Another benefit of printing a web page as a PDF is that you can access the information offline at any time. This is especially useful when you're traveling or when you have limited access to the internet. You can simply save the PDF file to your computer or mobile device and access it whenever you need to, without having to worry about internet connectivity.

Overall, printing a web page as a PDF in Safari is a simple and useful feature that can come in handy in many situations. Whether you want to save an article for later reading, share information with others, or access information offline, printing a web page as a PDF is a great option that you can use on your Mac with just a few clicks.



TAKE SCREENSHOTS TO CAPTURE FULL WEB PAGES ON THE IPAD AND IPHONE

One of the advantages of saving a web page as a PDF is that it preserves the formatting and layout of the original page, making it easy to read and navigate. Additionally, PDFs can be opened and viewed on a wide variety of devices, including computers, tablets, and smartphones, without the need for an internet connection.

To take a screenshot of a web page and save it as a PDF in Safari on an iPad or iPhone, follow these steps:

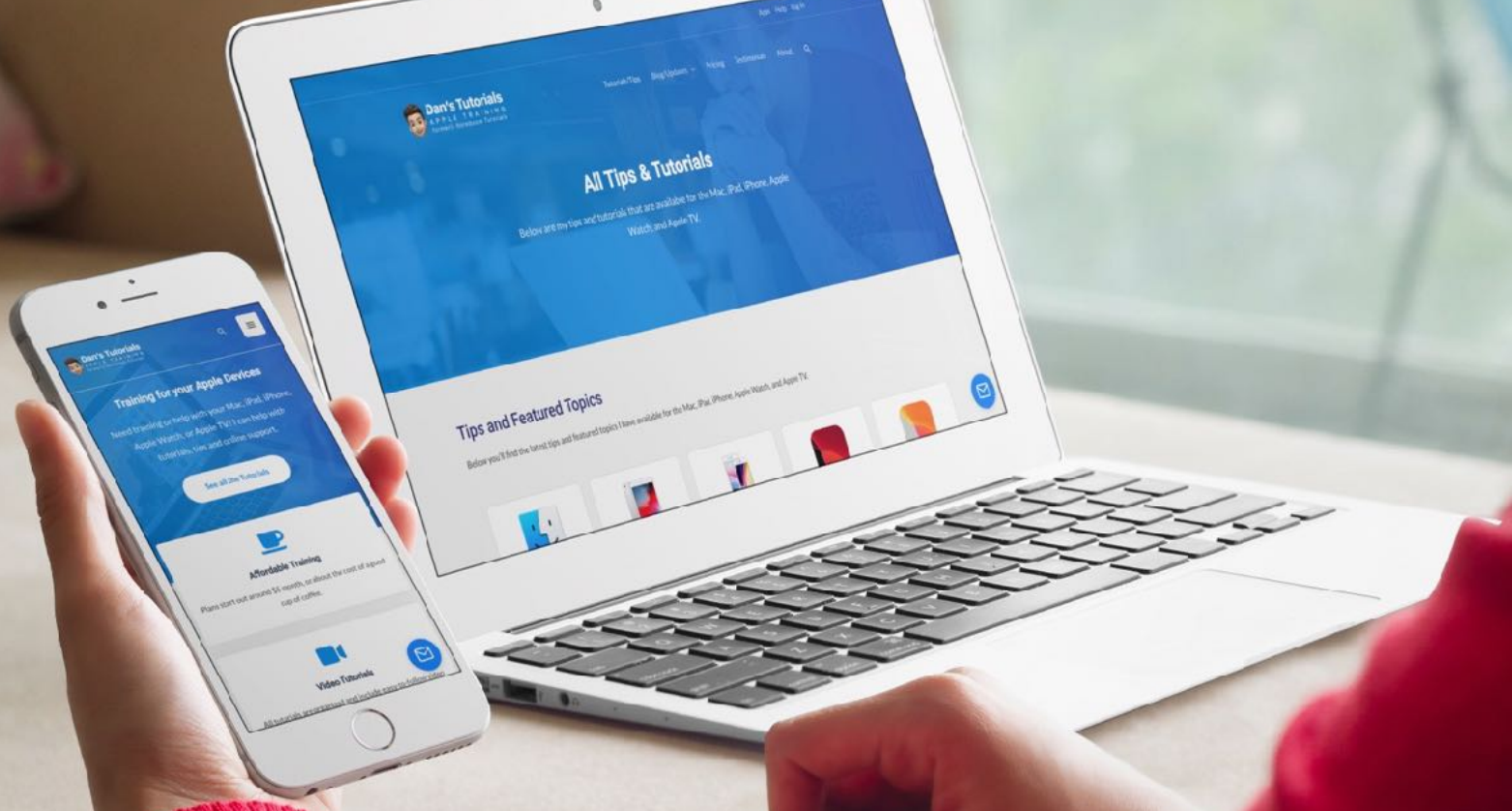
- Open Safari and navigate to the web page you want to save as a PDF.
- Press the Home button and the Power button simultaneously to take a screenshot of the current screen. On newer devices without a Home button, simultaneously press the Power button and the Volume Up button.
- A thumbnail of the screenshot will appear in the bottom left corner of the screen. Tap on the thumbnail to open the screenshot.
- Tap on "Full Page" tab at the top of the screenshot.
- Tap "Done" for options on saving the PDF. This will convert the screenshot into a PDF document. You can then save the PDF to your device or share it with others using AirDrop, Messages, or email.



VIDEO REPLAY

Thank you for attending! I hope these tips and tricks will help you get the most out of your reading experience. Watch a video replay below (your browser will open to the class page where the replay is available to watch).

A promotional graphic for an online class. The background is dark blue with a pattern of small white dots. On the left, there is a stylized illustration of a person's head and shoulders in silhouette, with a red banner across it that says "LIVE" in white capital letters. To the right of the illustration, the text "March 16, 2023, 2023" is written in yellow. Below this, the title "Reading in Safari Made Easy Class" is written in large white and yellow letters. In the top right corner, a blue rounded rectangle contains the text "Online Class" in white. In the bottom right corner, there is a small circular portrait of a man with short grey hair, smiling.



ABOUT

Hello, I'm Dan, and I run Dan's Tutorials! I have over 10 years of experience helping people master their Apple devices through a variety of resources. With over 1,800 videos available on my site www.danstutorials.com, my tutorials cover a wide range of topics, including the Mac, iPad, iPhone, Apple Watch, and Apple TV. I also offer personalized learning experiences through classes and webinars. I'm here to help you take control of your Apple device and feel confident using it. Whether you're a beginner or an advanced user, my goal is to provide you with easy-to-follow resources to help you make the most of your Apple devices.

Dan Wam

Disclaimer: This class was presented with macOS Ventura, iPadOS 16, and iOS 16, and the options and features discussed may vary depending on the operating system version and device you are using. Please note that Apple's software is constantly evolving, and some features may change or be unavailable in future releases. The information provided in this class is intended to be a general guide and may not be applicable to your specific situation. It is always recommended to consult the official documentation or seek additional support if you have any questions or concerns.