



## Syncing

Syncing is a must for anyone who owns Apple devices, because it's what allows you to move seamlessly from one device to another. You can sync files, media, apps, and other information. All you have to do is set up **iCloud** on each device; then you can access the same content from almost anywhere.

### Introduction to iCloud

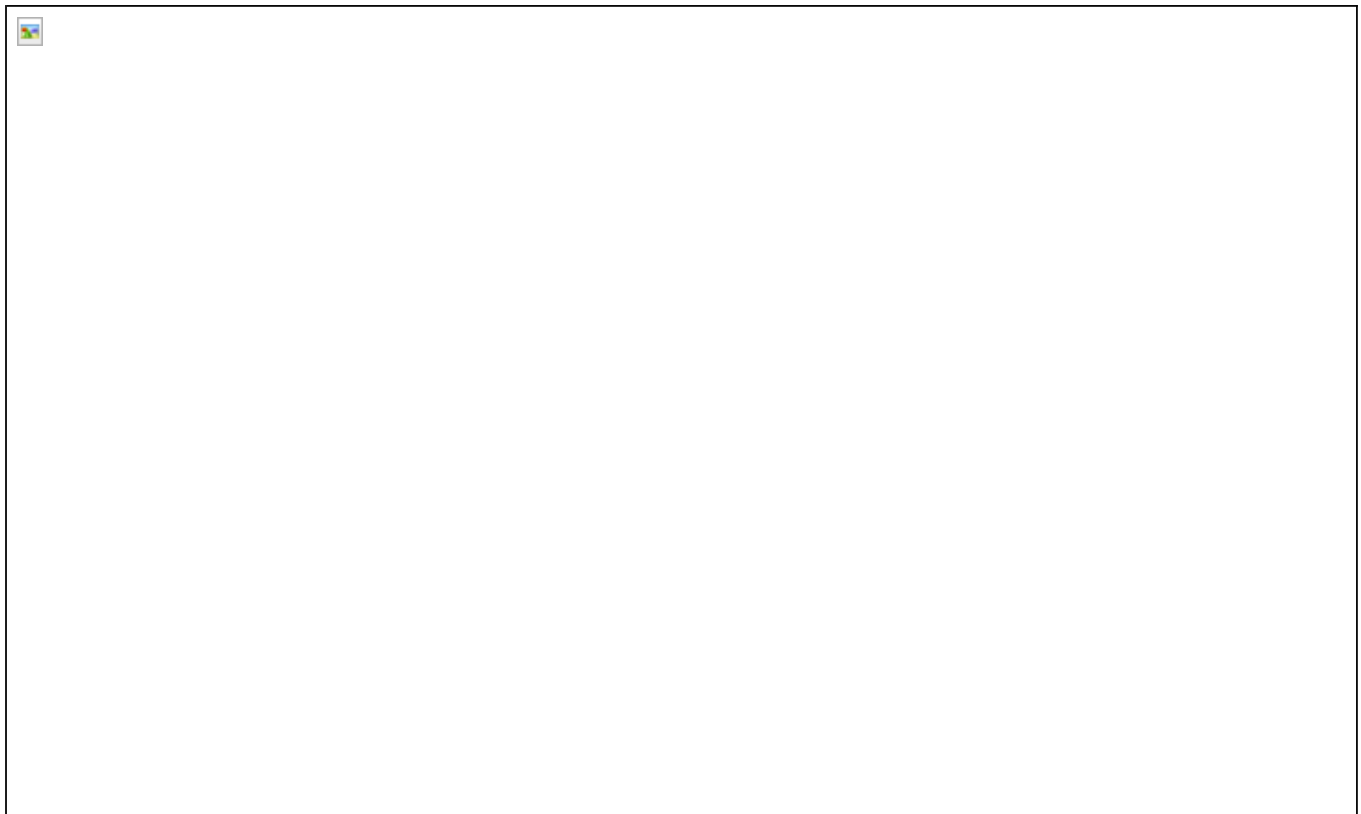
[iCloud](#) is a service provided by Apple that lets you store your music, TV shows, and other files **in the cloud** (in other words, online). It also automatically **syncs** your files and information on all of your devices, so each one stays up-to-date.

iCloud works with **Mac computers** and **Windows PCs**. It also works with **iOS devices** like the iPad, iPad Mini, iPhone, and iPod Touch. With iCloud, you no longer need to connect your devices to your computer to sync your files and settings; everything will sync automatically over Wi-Fi.



When you sign up for iCloud, you get **5GB** (gigabytes) of storage space for free. If you want, you can buy additional space for a yearly fee. Your music, TV shows, and photos won't count toward the 5GB limit, so you may not need to buy additional space.

➡ Watch this video from Apple to see some of the things you can do with **iCloud**.



With iCloud, as well as other cloud-based services, you may have heard about something called **push technology**. This simply means that the content is downloaded automatically (or **pushed**) when syncing with other apps and devices. iCloud uses a lot of push technology, which helps to keep everything convenient and simple for the user.

➤➤➤ Not familiar with **the cloud**? Learn more about it in our **Computer Basics** tutorial under [Web Apps and the Cloud](#).

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## iCloud Features

When you sync with iCloud, you gain access to several different features for a wide variety of tasks, including **Photo Stream**, **Productivity**, **Documents in the Cloud**, and much more. You can take advantage of these features on your computer, and also your other devices.

Most of iCloud's features are designed to work with a specific app. For example, **Photo Stream** works with iPhoto and Aperture on your computer (or the **Photos** app on your device). **Documents in the Cloud** works with the **iWork** suite, including Pages, Keynote, and Numbers.

### Photo Stream

[Photo Stream](#) is a great feature that gives you access to your most recent photos on **every device you own**—even your Mac or PC. That means you can take a photo on your iPhone, then view it instantly on your home computer or iPad.



Photo Stream will sync your photos automatically anytime you're connected to **Wi-Fi**, so there's no need to transfer files back and forth. It will also store your photos in the cloud. It's not intended to be permanent storage; it only stores the photos for **30 days**. However, you can save the photos you want to keep onto any of your devices.

To use this feature, you'll need to set up the app on your computer and enable it in each of your iOS devices' **iCloud settings**.



*Using Photo Stream in OS X Mountain Lion*

## Music, TV Shows, Apps, and iBooks

One of the best features of iCloud is [iTunes in the Cloud](#). When you purchase music on your computer, it'll be pushed to all of your other devices automatically (and visa versa). It'll also be stored in the cloud, so you can download it again if you need to.

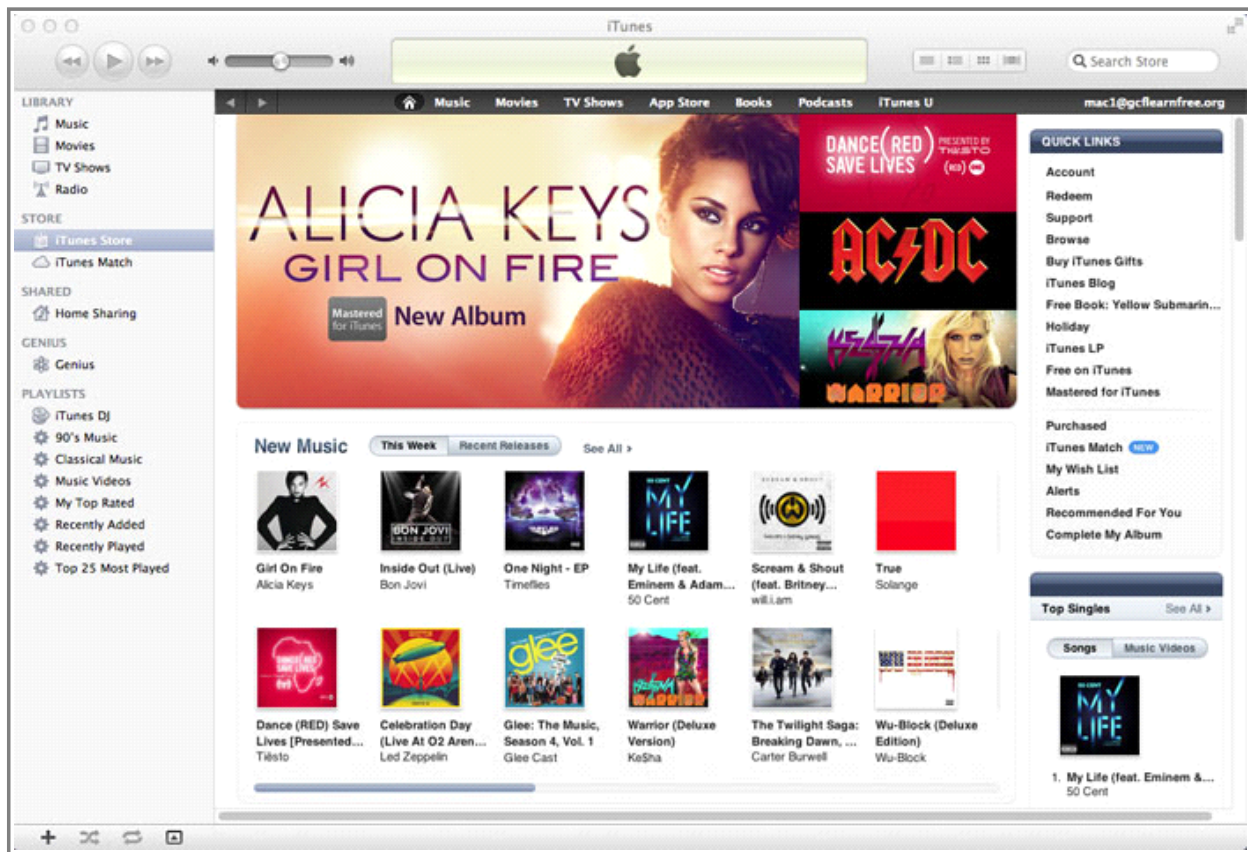


You can even download your purchased TV shows and movies to any device, although these features are not available in every country. To learn more, visit [iTunes in the Cloud and iTunes Match Availability](#).



iCloud also stores your purchased **mobile apps** and **e-books**, and pushes them to your other iOS devices. To read your e-books, you'll have to download the free **iBooks** app from the App Store.

To use this feature, you'll need to enable it in your device's **iCloud settings**. You'll also need to set up **automatic downloads**, so your media syncs automatically.



*Purchasing in iTunes*

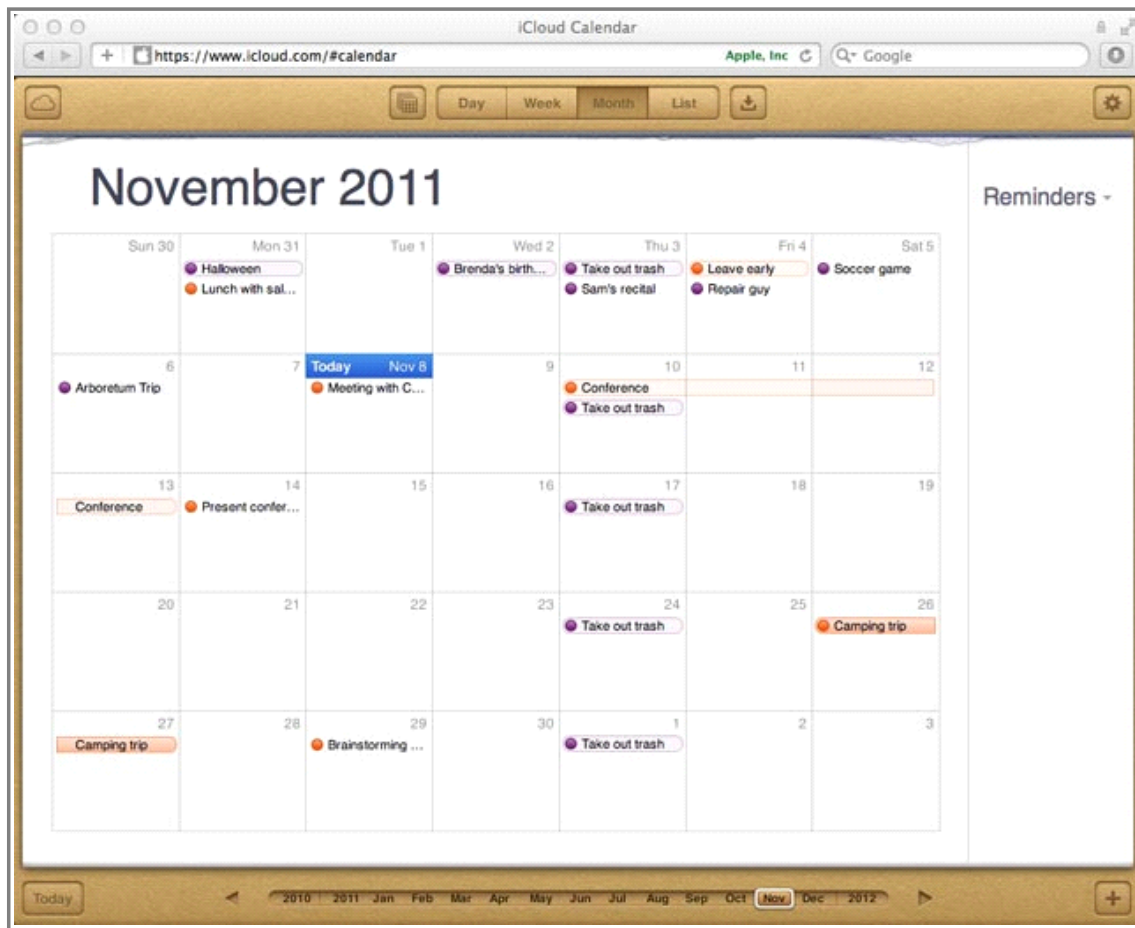
As an option, Apple also offers **iTunes Match** for \$24.99 a year, which allows you to use iTunes in the Cloud with music you didn't buy in the iTunes store. For more information, go to the [iTunes Match](#) page.

## Productivity

**iCloud** can also store and sync your [Calendar](#), [Contacts](#), [Mail](#), and more. That means all of your important information will be with you when you need it, no matter what device you're using. You can even view and edit your information at [iCloud.com](#) if you don't have your device with you (as in the example below).



To use this feature, you'll need to enable it in your computer's **iCloud settings**.



*Viewing a calendar on iCloud.com*

## Find My Device

If your Mac, iPhone, or iPad is ever **lost or stolen**, [Find My Device](#) can help you find it. All you have to do is sign into your account at [iCloud.com](#). There, you'll be able to pull up a **map** that shows you where your device is. Or, if you've simply misplaced your device in your home or office, you can tell it to **play a sound** that will help you find it.



To use this feature, you'll need to enable it in your device's **iCloud settings**. You'll also need to make sure you have **Wi-Fi** turned on (that's what Apple will use to locate your device).

## Backup and Restore

In addition to your files and apps, iCloud backs up all of the settings on your iOS devices, and stores them in the cloud. This also includes your **text messages**, **ringtones**, the **layout of your home screen**, and more.



It's important to note that this doesn't happen automatically. To use this feature, you'll need to enable it in your device's **iCloud settings**.



## Documents in the Cloud

If you edit a document with **Pages**, **Keynote**, or **Numbers**, [Documents in the Cloud](#) will immediately update it on all of your other devices. You can also access your documents from any computer that has an internet connection by going to [iCloud.com](#), and signing into your account.



To use this feature, you'll need to enable it in your device's **iCloud settings**. You'll also need to buy at least **one of these apps** for one of your devices.

➤➤ For more information about Pages, Keynote, and Numbers, go to the [iWork](#) website.

## Apple TV

If you have [Apple TV](#), you can stream your purchased music and TV shows, view your Photo Stream, and more, right on your TV. You can also buy TV shows from your Apple TV (or any device), and they will be pushed to all of your other devices.



➤➤ Apple TV is a hardware device that connects to your TV. You can use it to stream videos on Netflix, YouTube, and other sites, as well as your purchased content. For more information, go to the [Apple TV](#) website.

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## Hardware and Software Requirements

Before you set up iCloud, make sure your computer meets the hardware and software requirements below. You should make sure your **other devices** are compatible too, so you can get the most out of iCloud's powerful syncing features.

### ❖ Mac Computers

To set up iCloud on a Mac, you'll need to have the latest version of **Mac OS X Lion** or **Mac OS X Mountain Lion**. You'll also need to make sure you're using **iTunes 10.5** or higher. If you want to use Photo Stream with your computer, you'll need either **iPhoto 9.2** or **Aperture 3.2** (which you can purchase from the Mac App Store).

### ❖ Windows PCs

To set up iCloud on a PC, you'll need to have **Windows 7** or **Windows Vista Service Pack 2** (Windows 8 is currently incompatible). You'll need to download the [iCloud Control Panel for Windows](#) from the Apple website. You'll also need to download **iTunes 10.5** or higher. Note: In order to set up iCloud on your PC, you'll need to set up your **other Apple devices** first. At this time, you can't create an account from a Windows computer.

### ❖ iPhone / iPod Touch

To set up iCloud on an iPhone or iPod Touch, you'll need to have at least an **iPhone 3GS** or **iPod Touch 3rd generation**. Older versions of these devices aren't compatible with iCloud.

## ❖ iPad / iPad Mini

To set up iCloud on an iPad and/or iPad Mini, you'll need to confirm you're running one of the most recent versions of the operating system—either **iOS 5** or **iOS 6**. If you're currently using an earlier version, you can update your software under **Settings**.

No matter what types of devices you're using, you'll need to have an **Apple ID**. The Apple ID is what you'll use to sign into iCloud. Read our guide to [Creating an Apple ID](#) for more information.

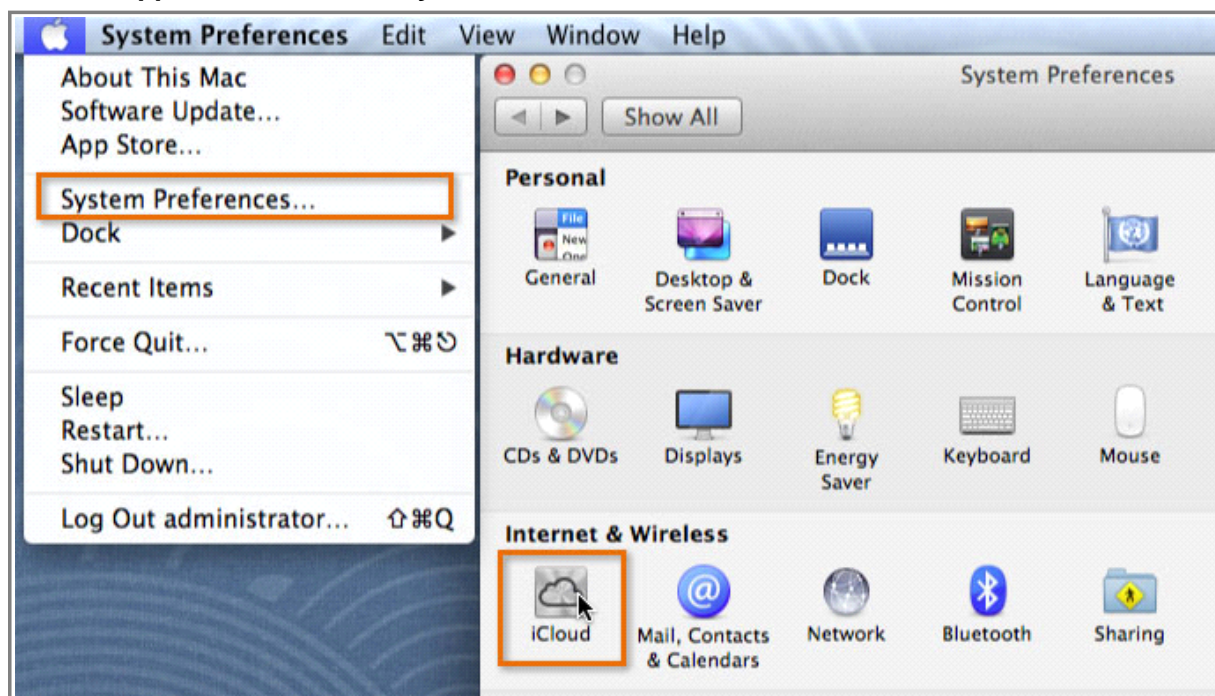
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# Setting Up iCloud

iCloud is designed to be very easy to set up. When you first start up a new device, or as soon as your device meets the software requirements, it should ask you if you want to set up iCloud. It will then guide you through the different steps. If it doesn't, you can go into your device's settings to set it up.

## To Set Up iCloud on a Mac:

1. Click the **Apple icon** and select **System Preferences**. Then, click the **iCloud** icon.



*Opening the iCloud settings on a Mac*

2. If you are asked for your **Apple ID** and **password**, type them in. Then, click **Sign In**.



*Typing the Apple ID and password*

3. You will see two iCloud **options**. Review each option and decide whether or not you would like to activate each one. By default, they are selected.
  - **Use iCloud for contacts, calendars, reminders, notes, and Safari.** This option allows you to sync all of your important information between your devices.
  - **Use Find My Mac.** This option allows iCloud to store location information about your Mac in the event that it is ever lost or stolen.
4. Click **Next**.





*Clicking Next*

- Optional: If you left the box checked next to **Use Find My Mac**, you will be asked to allow **Find My Mac** to use the **location** of your Mac. Click **Allow**.



*Allowing Find My Mac*

- You will see a list of all of the **iCloud features** you can use. You can turn all of them on, or just some of them if you prefer.



*Selecting the desired iCloud features*

## Setting Up Your Other Devices

Remember, in order to use iCloud, you need to set up your **other devices** too (for example, iPad, iPhone, iPod Touch, or PC). This is what will allow you to access your files and information anywhere—no matter which device you're using. It will also sync information from your other devices to your Mac.

To view **instructions** for your other devices, follow the links below.

- | [Setting Up iCloud - iPad](#)
- | [Setting Up iCloud - iPhone/iPod Touch](#)
- | [Setting Up iCloud - PC](#)

## Enabling Automatic Downloads

To get the most out of iCloud, you'll need to **enable automatic downloads** on all of your devices. This will allow all of your purchased items to be available on your devices, no matter which device you use to purchase them.

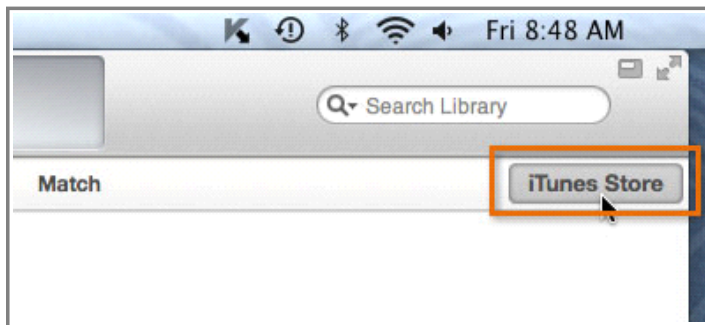
### To Enable Automatic Downloads on a Mac:

1. Open **iTunes**.



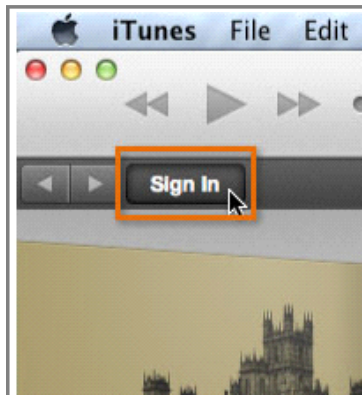
*Opening iTunes*

2. On the right side of the window, click the **iTunes Store** button.



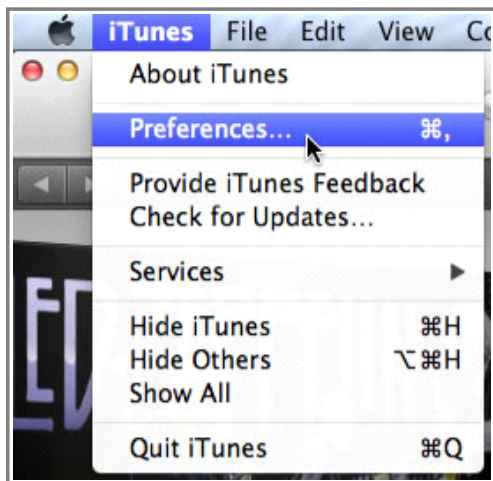
*Going to the iTunes Store*

3. On the left side of the window, click the **Sign In** button and then type your Apple ID and password. If you are already signed in, you can skip this step.



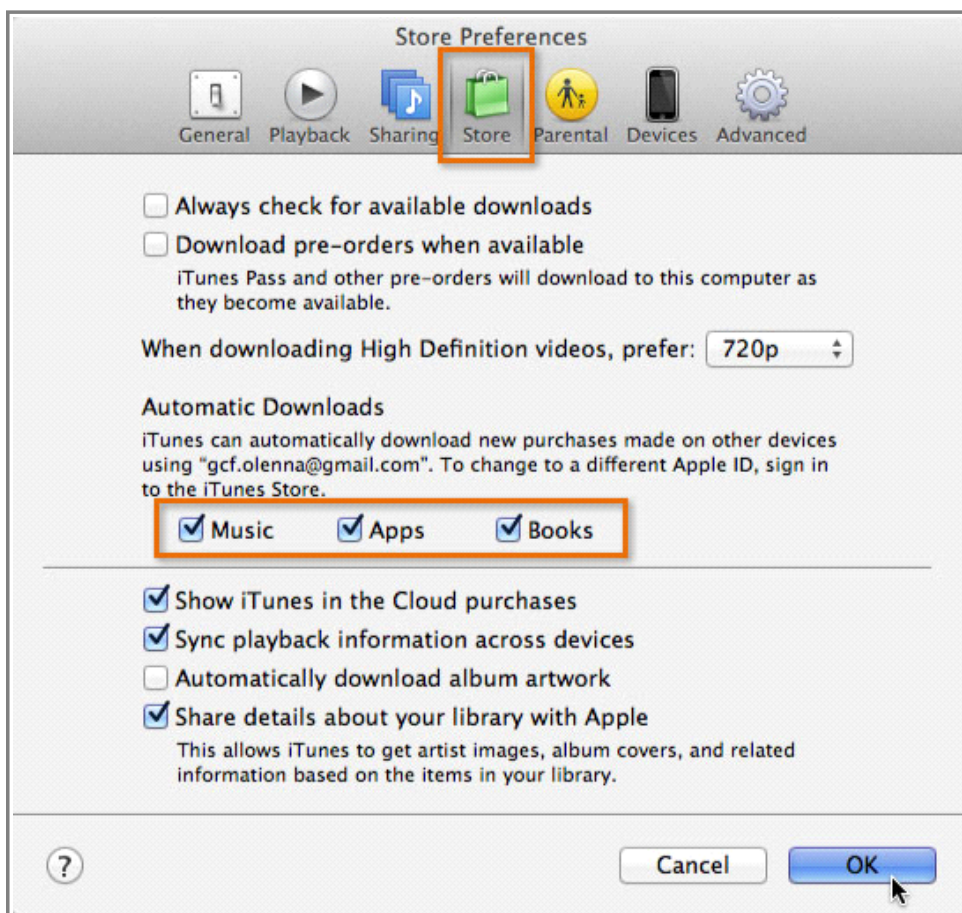
*Signing in to the iTunes Store*

4. At the top of the screen, click **iTunes**, and then select **Preferences**. The Preferences dialog box will open up.



*Going to the iTunes preferences*

5. Click the **Store** tab and then place check boxes next to **Music**, **Apps**, and **Books**. When you're done, click **OK**.



*Enabling automatic downloads in iTunes preferences*

## Setting Up Your Other Devices

To use this feature, you'll need to enable automatic downloads on your **other devices** too (for example, iPad, iPhone, iPod Touch, or PC). To view **instructions** for your other devices, follow the links below.

- | [Enabling Automatic Downloads - iPad](#)
- | [Enabling Automatic Downloads - iPhone/iPod Touch](#)
- | [Setting Up iCloud - PC](#)

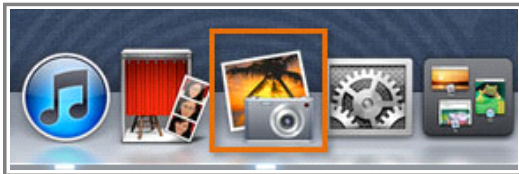
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## Enabling Photo Stream

To access Photo Stream on your Mac, you'll use either **iPhoto** or **Aperture**. You'll need to go into one of these programs (for most people this will be iPhoto) to enable Photo Stream.

### To Enable Photo Stream on a Mac:

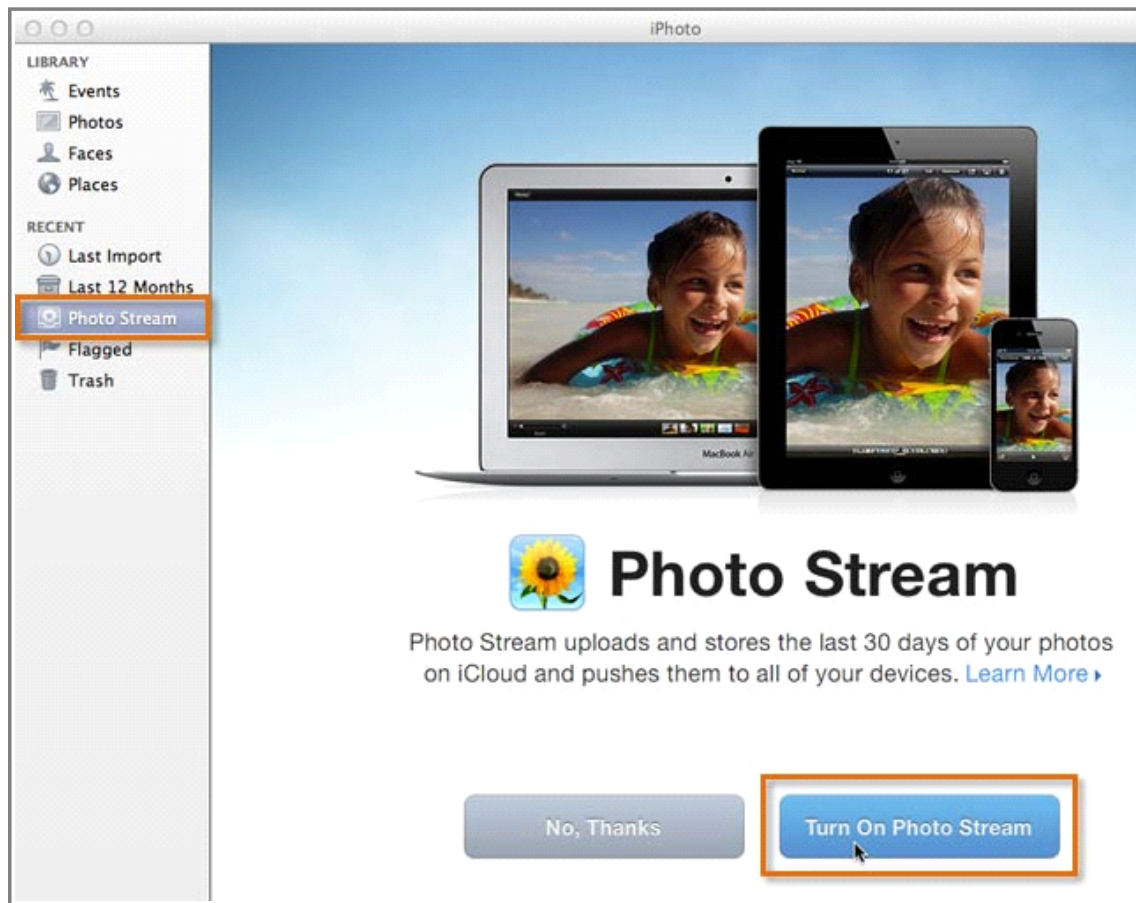
1. Open **iPhoto** or **Aperture**.



*Opening iPhoto*

2. In the left column, click the **Photo Stream** icon and select **Turn On Photo Stream**.





**Turning on Photo Stream**

If you don't see the **Photo Stream** option, your software may not be up-to-date. You can purchase the most recent version of **iPhoto** or **Aperture** in the Mac App Store.

## Using iCloud

Once you've set up iCloud on all of your devices, you can begin using it. For example, take a few **photos** on your iPhone, then exit the Camera app. As soon as your device is connected to Wi-Fi, your photos will be pushed to all your other devices. If you've enabled **automatic downloads**, you can also begin purchasing music or TV shows, and they'll appear on your devices right away.



Although most iCloud features happen automatically, the backup feature only happens when your iOS device meets certain conditions. It must be **plugged into a power source** (a wall outlet or computer), **connected to Wi-Fi**, and also **locked**. For many people, this means the backup will happen when you charge the device at

night.

## iCloud.com

One of the best things about iCloud is the fact that you can view your most important information **online**, even if you don't have any of your devices with you. Simply go to [iCloud.com](https://www.icloud.com), and sign in with your **Apple ID**. You'll be able to view your calendar, locate your device, and more right in your web browser.



*iCloud.com*