

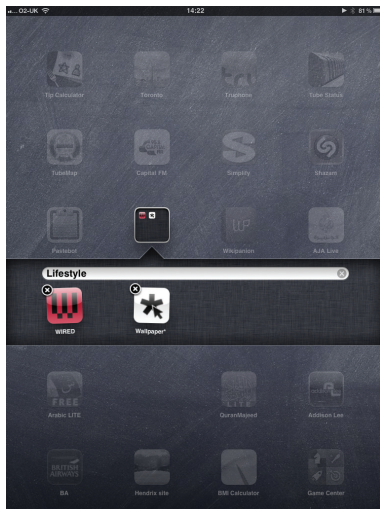
Making Folders

You will accumulate lots of free and paid apps which will occupy several iPad screens. When you have many apps it can be difficult finding the one you want since you have to flick across several screens to find the right one.

Apple has made it easier to organize your apps by providing the option of creating folders. You might want a folder for games, one for social networking, serious work, and other activities.

Creating a folder

- 1** Hold an app till all the apps start jiggling on the screen (you will see a small circle on the top left with an **x** — tap the **x** to delete the app)
- 2** To create a games folder, **touch and hold** a games app and **drag it** onto another games app. One will disappear into the other and a folder will be created with the name *Games*. Rename it if you want to
- 3** Do this for all the folders you want to create then tap the Home Button. This stops the apps jiggling



Dragging one app onto another has created a folder called Lifestyle



Here are the contents of the Games folder. To close the folder, tap outside the folder

Don't forget



You don't need to accept the folder name chosen by the iPad — rename it to whatever you want.