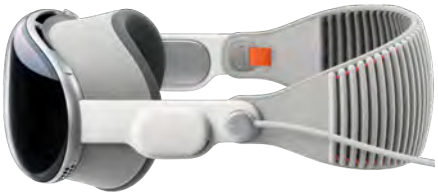
Apple Vision Pro User Guide

Everything you need to know about Apple Vision Pro



Introducing Apple Vision Pro

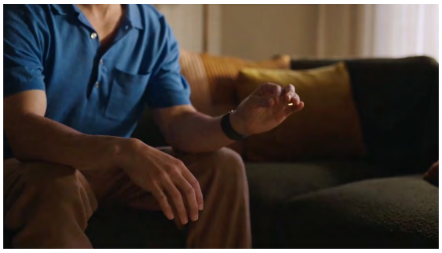
Apple Vision Pro is a spatial computer that blends digital content and apps into your physical space, and lets you navigate using your eyes, hands, and voice.

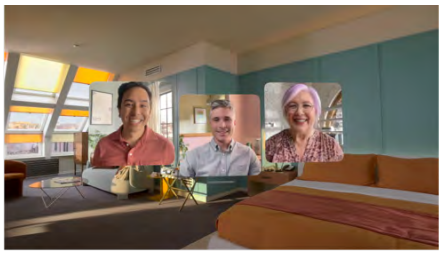
Apple Vision Pro and visionOS overview

First things first

Learn how to get started with your Apple Vision Pro and navigate visionOS.

Get started with Apple Vision Pro





Keep in touch

There are new ways to create and share memories with others. Make FaceTime calls that feel like they're happening in the room, view and share spatial photos and videos, and even let others in the room see your view on another screen.

Stay connected and share memories

Stay on track

With Apple Vision Pro, make the workspace of your dreams. Open visionOS apps alongside your Mac display, interact with 3D objects in your documents, rehearse your next big presentation in new ways, and more.

Use Apple Vision Pro at work

Watch, listen, and play

Watch your favorite shows and movies in the Cinema Environment in the Apple TV app, connect your controller while you play your favorite games with Apple Arcade, and even come face-to-face with dinosaurs in a new interactive experience.

New entertainment experiences

To explore the Apple Vision Pro User Guide, click Table of Contents at the top of the page, or enter a word or phrase in the search field.

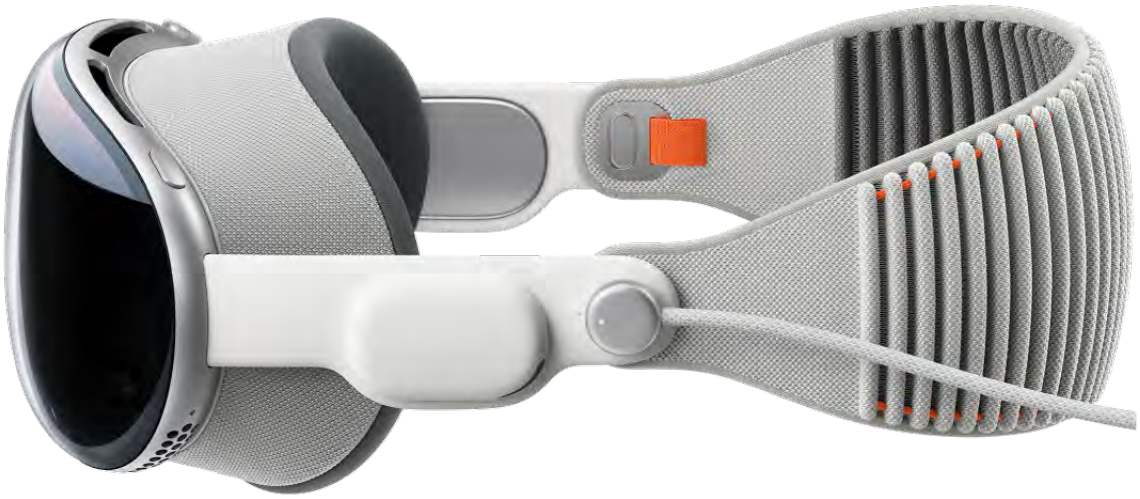
Welcome
Introducing Apple Vision Pro
Fit and care
Charge and connect the battery
User safety
Basic controls and shortcuts
Set up the essentials
Learn your way around
Manage your view
Personalize and adjust system settings
Let others use your Apple Vision Pro
Apps
Siri
Accessibility
Privacy and security
Restart, update, reset, and restore
Support and regulatory
Copyright

Introducing Apple Vision Pro

Apple Vision Pro and visionOS overview

Welcome to Apple Vision Pro, a spatial computer that blends digital content and apps into your physical space, and lets you navigate using your eyes, hands, and voice. With visionOS on Apple Vision Pro, you can use built-in apps like TV, Safari, and Photos, transform your space with Environments, connect with others in FaceTime calls, and download great third-party apps from the App Store.

This guide helps you discover all the amazing things Apple Vision Pro can do with visionOS.

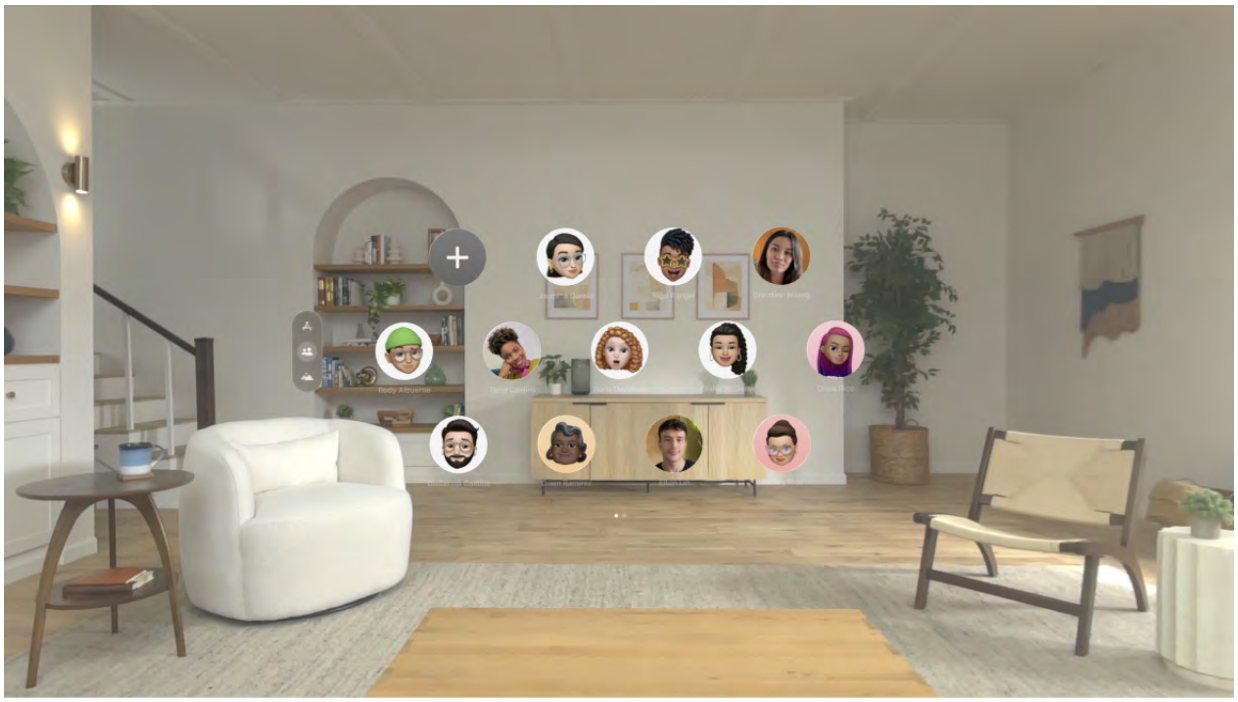


Your experience with Apple Vision Pro begins in Home View. From there, you can use the tab bar on the left to navigate between Apps, People, and Environments. Apps View has the familiar apps you know, which you can open with just a tap. People View allows you to connect with others, and Environments View transforms your surroundings with immersive landscapes, letting apps move beyond the dimensions of your room.

Apps View

On Apple Vision Pro, you can open all your apps from one place—Apps View. In addition to apps designed for visionOS, the Compatible Apps folder contains familiar iPad and iPhone apps that work with your Apple Vision Pro. You can open multiple apps and arrange them in your space however you like.

Open apps on Apple Vision Pro



People View

People View helps you stay in touch with friends, family, and coworkers. In People View, you can make FaceTime calls, send messages, check contact information like birthdays and addresses, and more.

Make or receive a FaceTime call on Apple Vision Pro

Environments View

Environments transform the space around you with beautiful scenes from the natural world. At any time, you can turn the Digital Crown to adjust your immersion and see more or less of your surroundings. When you're in an Environment, you can also change the volume of sounds, like rain sounds in Mount Hood, and set your Environment to Light or Dark.

Use Environments on Apple Vision Pro

Control Center

Control Center lets you quickly access Home View, Notification Center, see the time of day and your battery level, and more. Just glance up, then tap near the top of your view.

Open Control Center on Apple Vision Pro

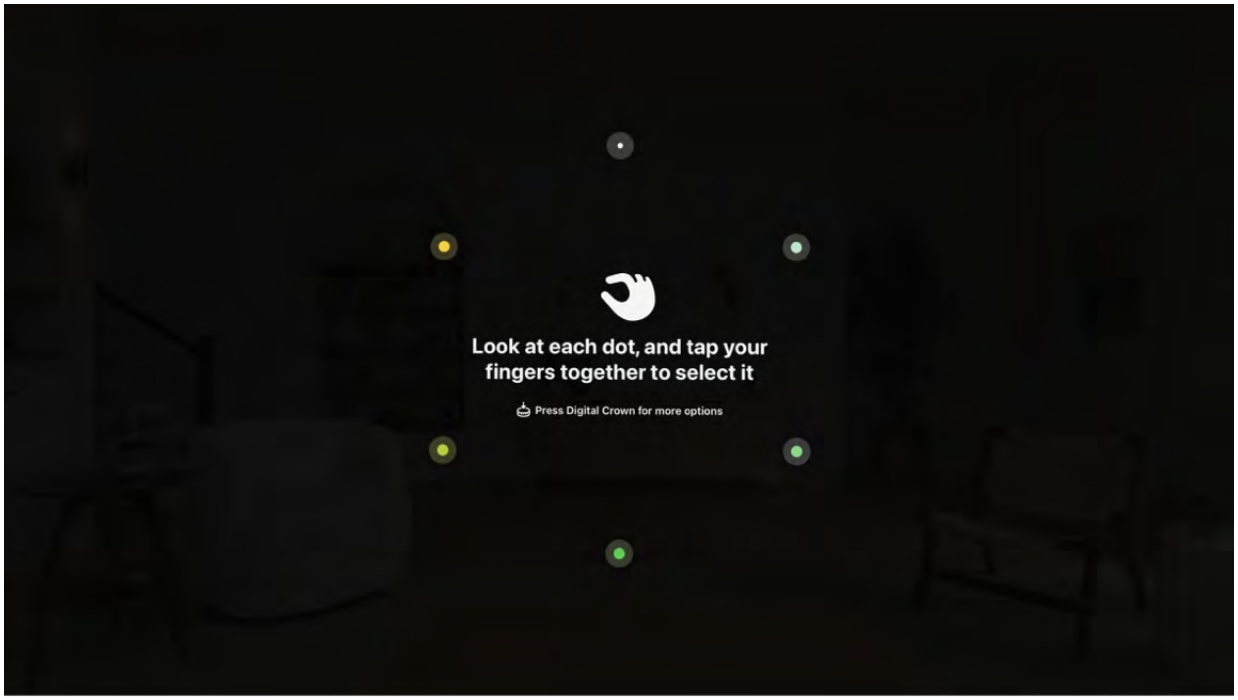
Get started with Apple Vision Pro

Discover how to adjust the fit of Apple Vision Pro, complete setup, find apps, and more.

Get the best fit

For the best experience, make sure your Apple Vision Pro fits comfortably and securely. You can tighten or loosen the head band, and adjust the position of the head band and the device. During long sessions, you can also make minor adjustments to your fit to maximize comfort.

Adjust the fit of your Apple Vision Pro



Set up Apple Vision Pro

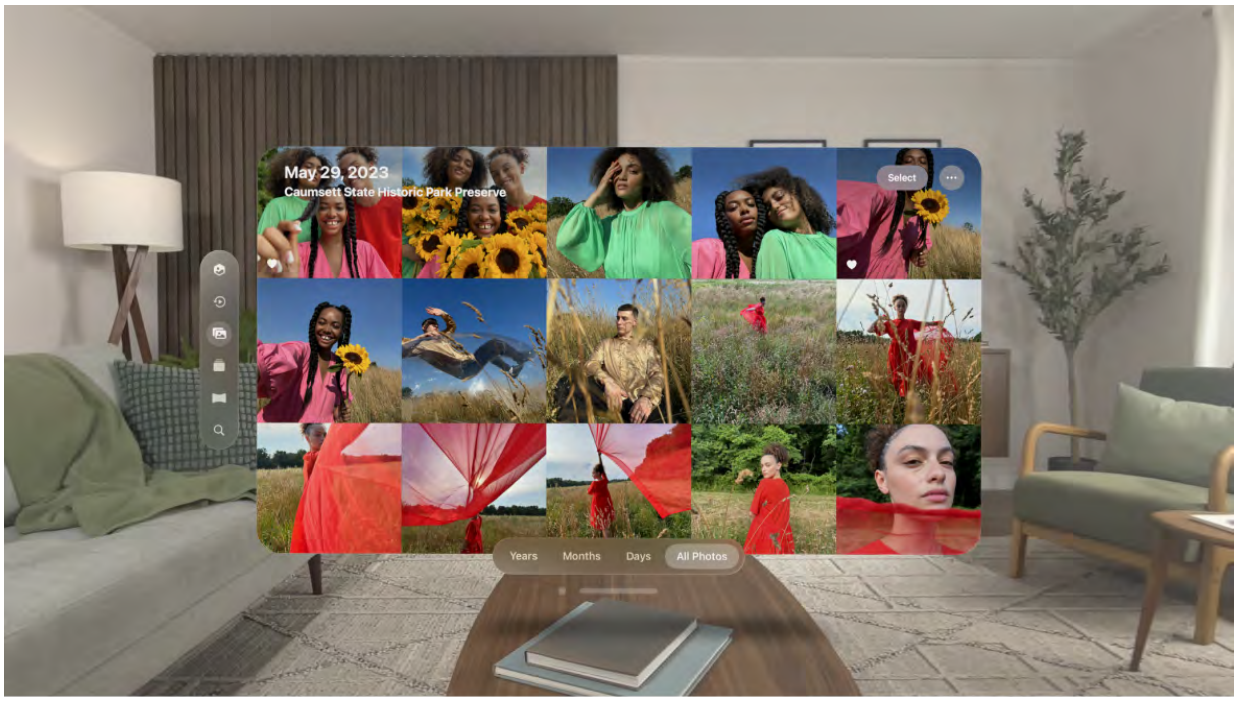
Apple Vision Pro has an easy setup process to help you get going when you first turn on your device. You'll set up eyes and hands, learn basic gestures, capture your Persona (beta), and more. If you skip any steps, you can complete them later in Settings.

Turn on and set up Apple Vision Pro

Use gestures to navigate

You can easily interact with Apple Vision Pro using your hands and eyes, along with the Digital Crown and top button. You can even look at something you want to interact with, like an app, and say something like, “Siri, open this.”

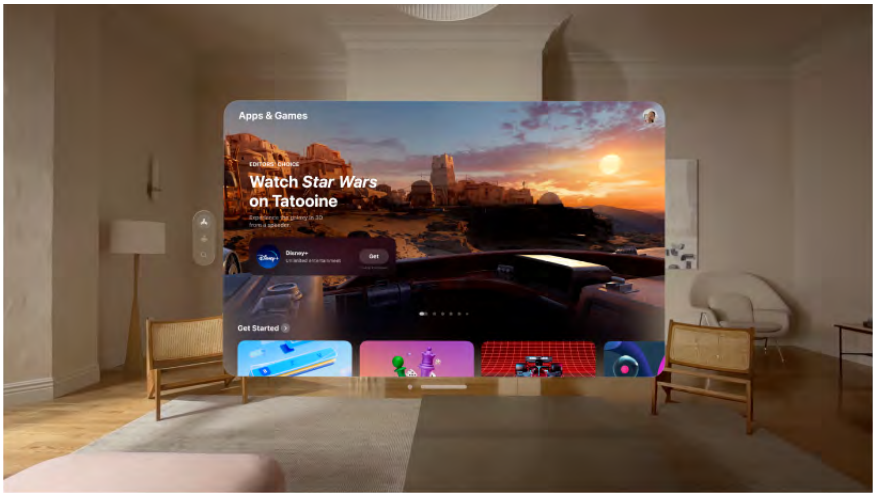
Learn basic gestures and controls on Apple Vision Pro



Open built-in apps

Apple Vision Pro has all the familiar, built-in apps you know, like Notes, Photos, Messages, and Safari. You can open your apps from Home View with just a tap, or just ask Siri.

Open apps on Apple Vision Pro



Find more apps

When you’re ready for something new, the App Store on Apple Vision Pro has apps and games designed for your Apple Vision Pro, as well as compatible iPad and iPhone apps.

Get apps in the App Store on Apple Vision Pro

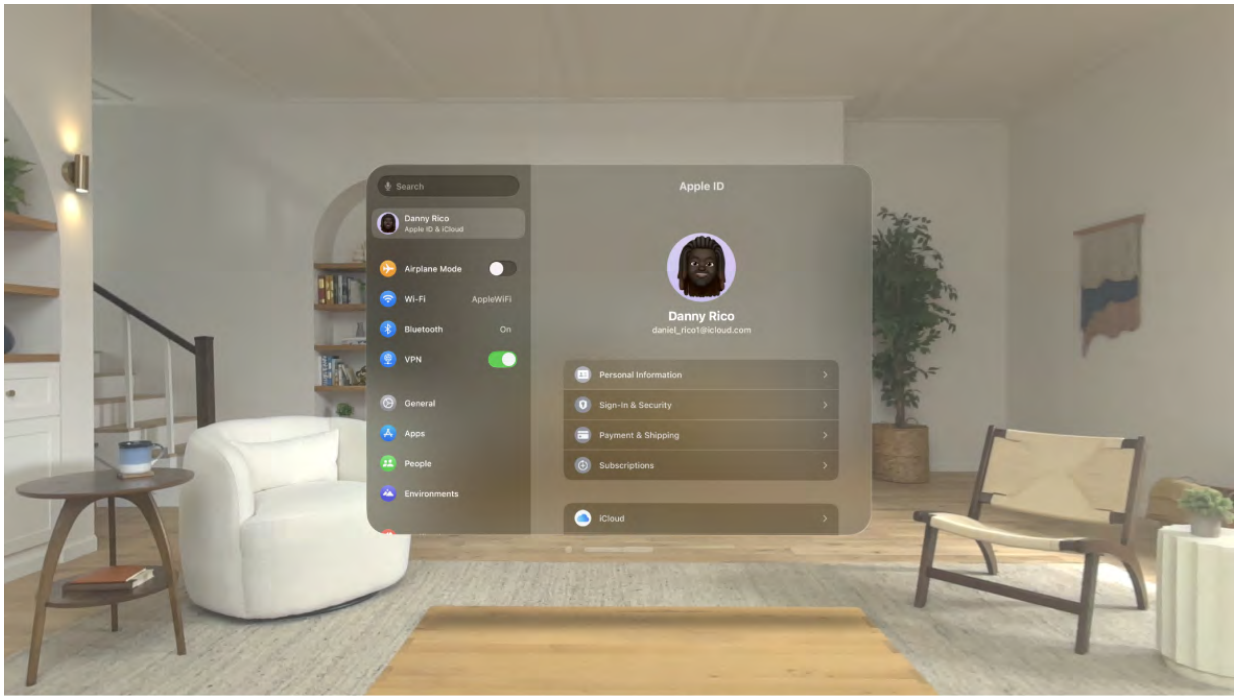
Stay connected and share memories using Apple Vision Pro

On Apple Vision Pro, make FaceTime calls that are life-size, take and share spatial photos and videos with others so they feel like they were there, and share your view, so others in the room or in calls can see what you see.

Make FaceTime calls

FaceTime on Apple Vision Pro brings calls right into the room. During a call, you can also work in apps with others on the call, so you can easily collaborate in real time.

Make or receive a FaceTime call on Apple Vision Pro



Capture your Persona (beta)

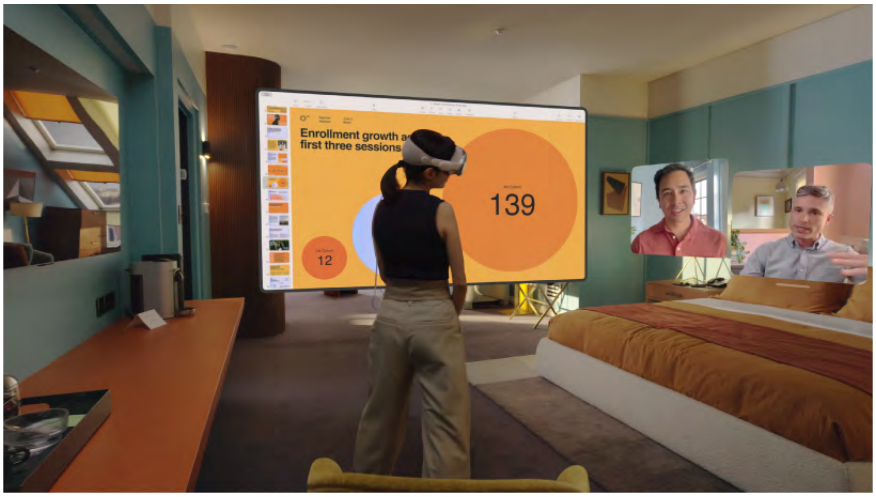
Your Persona shows your natural expressions and movements during FaceTime calls, so everyone you're talking to can see your reactions, no matter what device they're on. You can adjust the lighting and warmth, and even choose whether your Persona wears glasses. To get started, go to Settings > Persona.

Capture and edit your Persona (beta) on Apple Vision Pro

Take and share spatial photos and videos

Spatial photos and videos take you back to a moment in time, like a celebration with friends or a special family gathering, so it feels like you're there again. You can also share spatial photos and videos with others to view on Apple Vision Pro, so they can experience the moment.

Capture and view spatial photos and videos on Apple Vision Pro



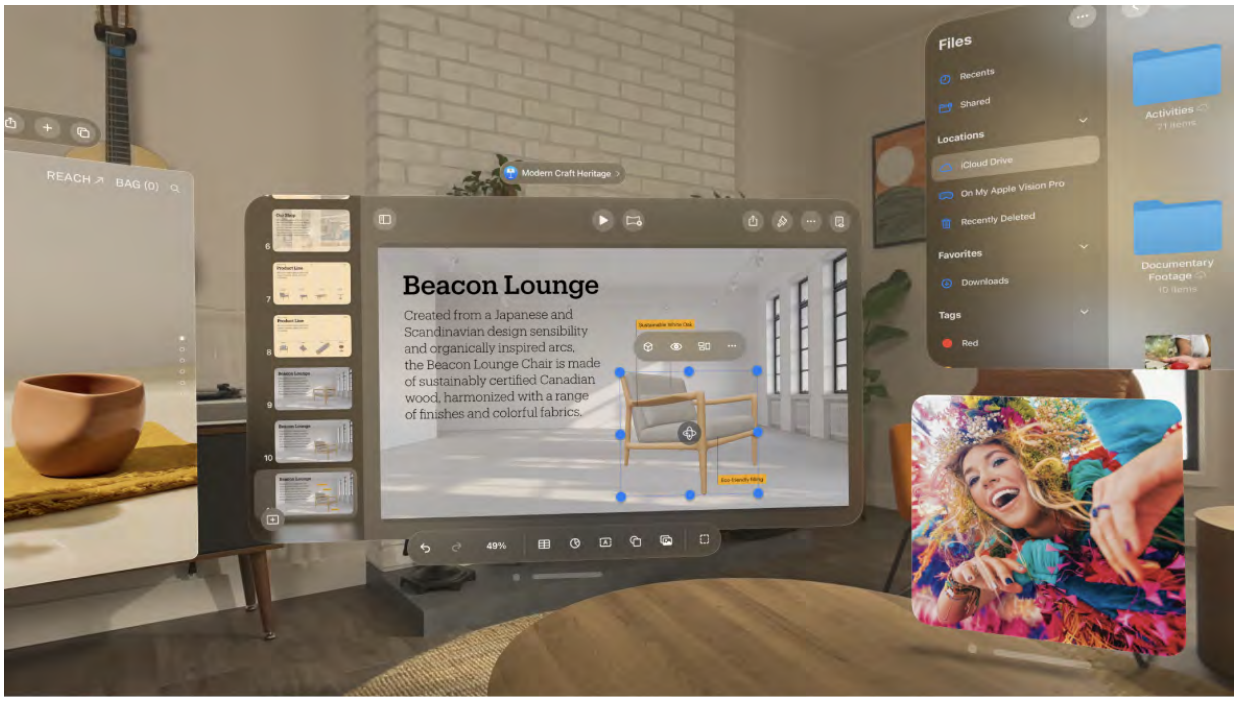
Share your view

You can share your view on an external screen, or in a FaceTime call, so others can follow along. To mirror to another screen, open Control Center, tap , then tap . In a FaceTime call, tap .

Let others see your view on Apple Vision Pro

Use Apple Vision Pro at work

You can use Apple Vision Pro to spark new routines while you work—whether you're keeping your tasks and notes organized, working on your Mac, or rehearsing your upcoming presentation.



Set up your workspace

You can group your apps in different ways to suit how you work. Drag the window bar at the bottom of an app to freely move it—you can place it next to other apps, move it closer or further away from you, and more. Drag the corner of an app window to make it smaller or larger. At any time, press and hold the Digital Crown to recenter everything in your view

Move, resize, and close apps

Connect your Mac

Mac Virtual Display allows you to view a 4K virtual display of your Mac within Apple Vision Pro, and use your visionOS apps right alongside your Mac. With Handoff turned on, you can even share the pointer across all your apps.

See your Mac screen on Apple Vision Pro

See 3D objects up close

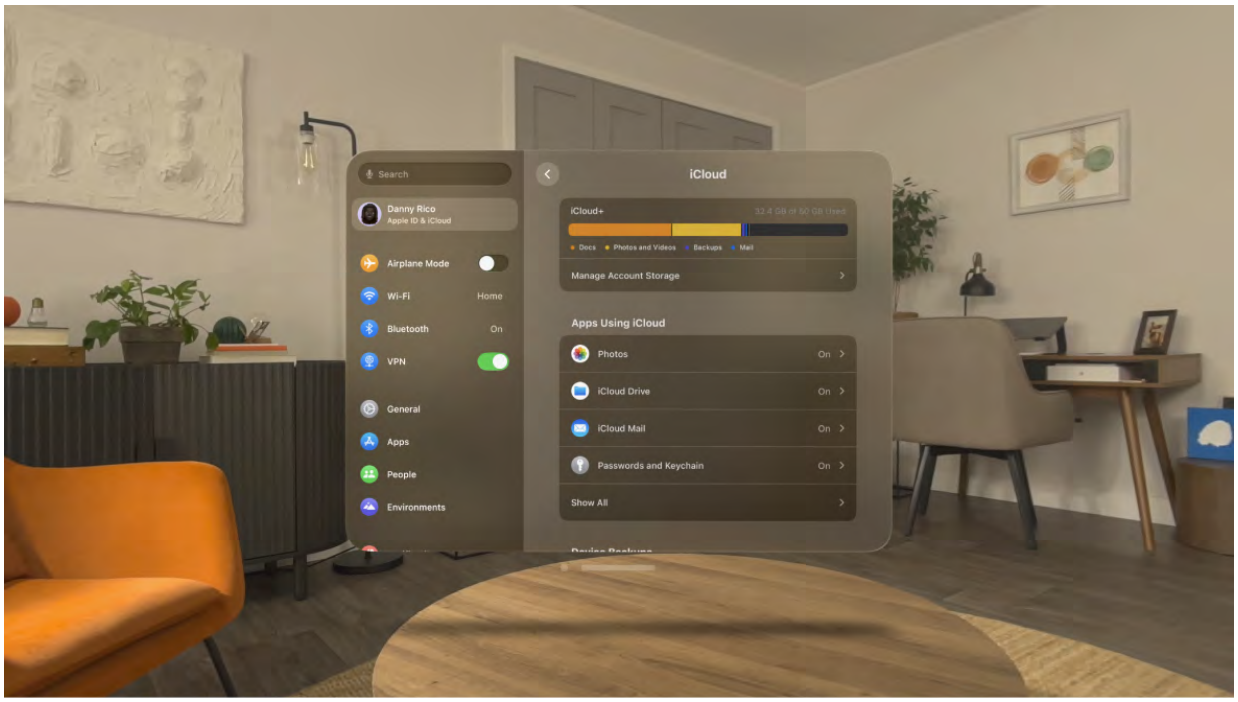
You can add 3D objects to your Freeform boards, Keynote presentations, view them in the Files app, and more. Wherever you see a 3D object, tap it for more options.

Add a 3D object to a Freeform board

Rehearse and collaborate on Keynote presentations

With Keynote on Apple Vision Pro, you can feel like you're in a Conference Room or Theater as you rehearse your presentation. Plus, play a multipresenter presentation so the whole team can share, and add a live video feed to let your audience see your Persona while you're speaking.

Get started with Keynote on Apple Vision Pro



Keep all your files up to date

When you use iCloud on your Apple Vision Pro, you can securely store all your photos, videos, documents, backups, and more, and they automatically stay updated across all your devices.

Use iCloud on Apple Vision Pro

New entertainment experiences on Apple Vision Pro

From movies to games, to music and new interactive experiences, upgrade your entertainment experience with your Apple Vision Pro. Watch your favorite shows and movies from your favorite spot in the Cinema Environment, listen to podcasts and music with Spatial Audio, connect your controller while you play your favorite games with Apple Arcade, and more.

Important: Always stay aware of your surroundings, as Apple Vision Pro won't detect all objects and obstacles, and immersive and interactive experiences may block your ability to see.

Listen with Spatial Audio

Listen to songs, podcasts, movies, and more, and feel like they're coming from all around you. Just play something, like a song in Apple Music, and the audio adjusts based on your head movement. For an even more immersive experience, pair AirPods with Apple Vision Pro to tune out your surroundings and make it easier to focus on what you're watching or listening to

Control Spatial Audio and head tracking on Apple Vision Pro

Watch in the Cinema Environment

Apple Vision Pro can expand your movies and shows, making any room your own personal theater. In the Apple TV app, choose something to watch, then tap .

Watch movies and TV in an Environment on Apple Vision Pro

Step into the story

Encounter Dinosaurs introduces a new kind of interactive experience, putting you face-to-face with creatures that can see you and respond to you.

Explore Encounter Dinosaurs on Apple Vision Pro

Level up

visionOS games in Apple Arcade use the space around you, making you feel even more like you're part of the action. You can also play hundreds of iPad games on Apple Vision Pro, making the screen for all your games as big as your room, and play using Bluetooth game controllers.

Customize a wireless game controller

Fit and care

Adjust the fit of your Apple Vision Pro

Apple Vision Pro is designed with a range of ways to customize your fit. As you use Apple Vision Pro, it may give you notifications about fit, such as if you need to move it up or down, or if you may need to use a different Light Seal or Light Seal Cushion.

Make sure your Apple Vision Pro fits correctly. A proper fit, including using the correct Light Seal and head band for your face and head, is important for a comfortable and safe experience. If you require vision correction, you must either wear contact lenses or use the compatible ZEISS Optical Inserts, as eyeglasses are not compatible with Apple Vision Pro.

Apple Vision Pro is designed to fit and be used by individuals 13 years of age or older.

Pick up and put on Apple Vision Pro

1. Pick up Apple Vision Pro with two hands—one holding the frame and the other holding the head band. Don't pick it up by the Light Seal, as Light Seal attaches magnetically and could detach.

   When handling the head band, make sure it's securely attached to the frame. See Attach or remove the head band.

2. Loosen the head band while you position the device on your face, then slide the head band over the back of your head.

3. Adjust the fit of the head band to your preferred fit. Apple Vision Pro should fit securely, but shouldn't feel too tight.

When you take off Apple Vision Pro, loosen the head band slightly.

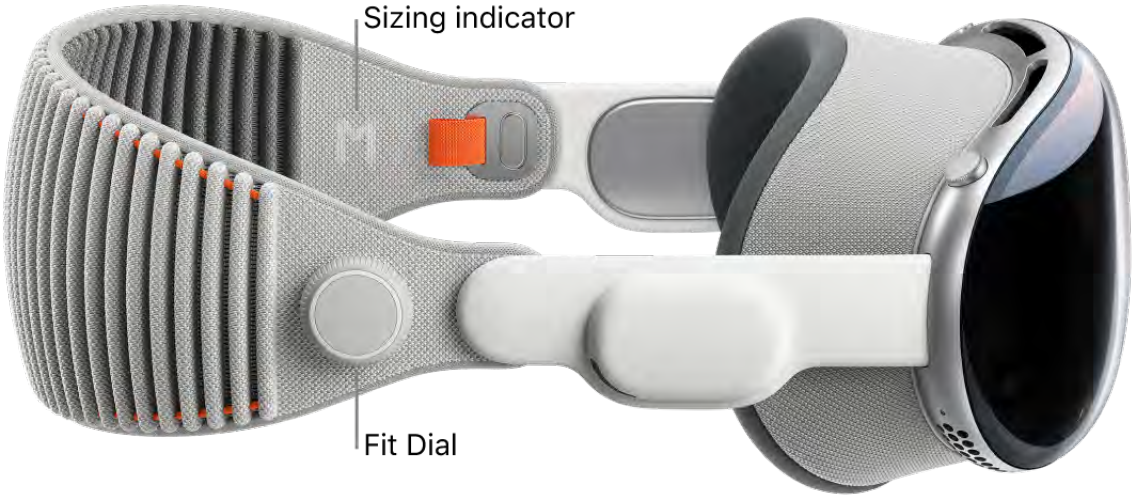
When you set down your device, put the cover on, and set Apple Vision Pro on a secure surface, like a table or countertop. See Handle and store your Apple Vision Pro.

Adjust the fit of the Solo Knit Band or Dual Loop Band

The Solo Knit Band comes attached to Apple Vision Pro, and has a Fit Dial that can be used to adjust the fit, but you can use the Dual Loop Band if you prefer. To learn how to attach a new band, see Attach or remove the Apple Vision Pro Light Seal or head band.

- *Solo Knit Band:* Turn the Fit Dial on the side of the Solo Knit Band until the band is snug against the back of your head.

To balance the fit of the device between your forehead and cheeks, move the band up or down the back of your head.



- *Dual Loop Band:* While holding Apple Vision Pro in place with one hand, tighten the lower strap until it fits snugly against the back of your head, then tighten the upper strap.

  To balance the fit of the device between your forehead and cheeks, push up on Apple Vision Pro (so it sits slightly higher on your face) while pulling the lower strap slightly down on the back of your head.

Other ways to adjust fit

- *Use a different Light Seal or Light Seal Cushion:* If you see a notification that you're too close to the displays, or experience discomfort around your nose, use the thicker Light Seal Cushion (marked with a +) that came with your device. If the notification or discomfort persists after changing the Light Seal Cushion, you may need a different size Light Seal.
- *Use a different size head band:* If you're not able to find the right fit with the Solo Knit Band that came with your Apple Vision Pro, try using the Dual Loop Band that came in the box. If you've tried several adjustments with each band, you may need a different size Solo Knit Band.

For the best experience

Read all warnings before use. See Safely use your Apple Vision Pro.

- Feel free to make minor adjustments to your fit periodically to maximize comfort when using Apple Vision Pro.
- To reduce the risk of injury, remove facial jewelry like nose rings and eyebrow rings while wearing Apple Vision Pro, and don't use Apple Vision Pro if you already have an injury on your nose or face.
- If your eyelashes are touching Apple Vision Pro, or you receive a notification that you're too close to the displays, you may need a different size Light Seal or Light Seal Cushion.
- Always wear the correct size of Light Seal and Light Seal Cushion for your face when wearing Apple Vision Pro, and never wear Apple Vision Pro without a Light Seal and Light Seal Cushion attached. This reduces the risk of injury to the eyes and face and makes Apple Vision Pro more comfortable to wear.
- Use ZEISS Optical Inserts or contacts if you need vision correction.
- When using ZEISS Optical Inserts, you may need a different size Light Seal than when you're not using them (such as with contact lenses).
- If you have persistent or severe physical discomfort, stop using Apple Vision Pro.

Similar to other personal electronics, taking frequent breaks during long sessions is recommended for maximum comfort.

Adjust display alignment on Apple Vision Pro

When using Apple Vision Pro, you can adjust the displays to align with your pupils, so you see a single, clear image of your content.

You may be prompted to adjust display alignment when you turn on Apple Vision Pro. You can also adjust it at any time in Settings.

Adjust display alignment in Settings

1. Go to Settings > Eyes and Hands > Realign Displays.
2. Take off Apple Vision Pro, put it back on, then use the Digital Crown and the top button as instructed to adjust the position of the displays.

   Always release the Digital Crown to stop movement if you feel contact on your nose.

If you need to redo eye and hand setup after adjusting the position of the displays, quadruple-click the top button, or go to Settings. See Redo eye and hand setup on your Apple Vision Pro.

Use ZEISS Optical Inserts for vision correction with Apple Vision Pro

If you didn't attach your ZEISS Optical Inserts when you set up your Apple Vision Pro, you can attach them later.

1. With the cover on Apple Vision Pro, attach the optical inserts according to manufacturer instructions. See the ZEISS Optical Inserts Instructions for Use.

2. Remove the cover, then put on Apple Vision Pro. See Pick up and put on Apple Vision Pro.
3. Quadruple-click the top button, then use the Digital Crown to choose Pair New Optical Inserts. Or, go to Settings > Eyes & Hands, then tap Set Up New Optical Inserts.

When using ZEISS Optical Inserts, make sure you're using a Light Seal and Light Seal Cushion that maintain an acceptable distance between your eyes and the displays (visionOS may notify you if your eyes need to be farther from the displays). See Safely use your Apple Vision Pro.

Any time you take off Apple Vision Pro, put the cover on to protect Apple Vision Pro from scratches and cracks.

Attach or remove the Apple Vision Pro Light Seal or head band

The Light Seal, Solo Knit Band, and Dual Loop Band are detachable, so you can take them off for cleaning, or if you want to use a different sized Light Seal or head band.

Attach or remove the Light Seal

1. Put on the cover to protect Apple Vision Pro, then make sure your Apple Vision Pro is sitting on a secure surface, like a table or desk.

To prevent scratches and cracks, don’t place Apple Vision Pro with the glass facing down.

2. Do any of the following:

   - *Attach the Light Seal:* Align the Light Seal with the frame, with the Light Seal Cushion facing out (so it touches your face when you put it on). You should feel the Light Seal magnetically attach to the frame.

   - *Remove the Light Seal:* Gently pull on the Light Seal until it disconnects from the frame.

Attach or remove the head band

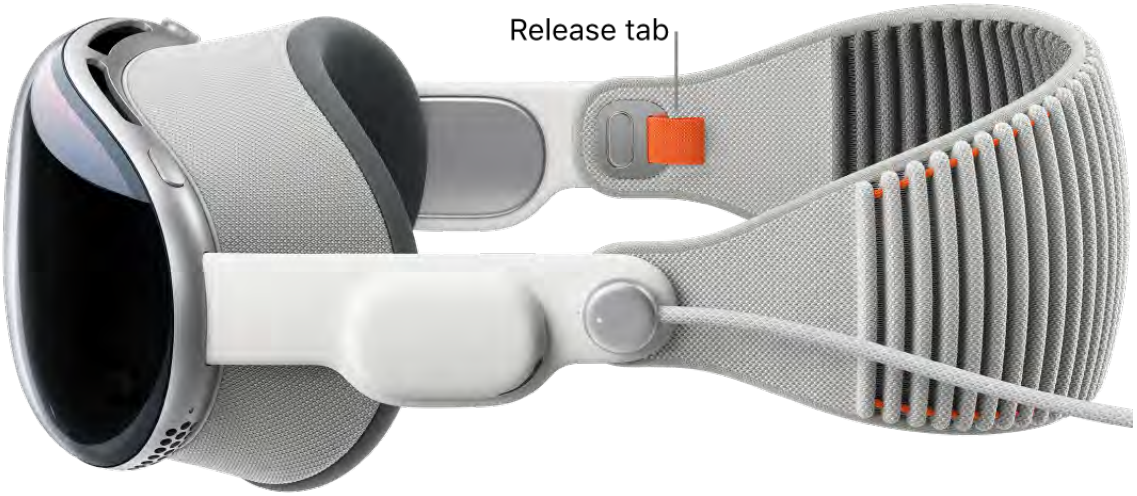
1. Put on the cover to protect Apple Vision Pro, then make sure your Apple Vision Pro is sitting on a secure surface, like a table or desk.

   To prevent scratches and cracks, don’t place Apple Vision Pro with the glass facing down.

2. Do any of the following:

   - *Attach the Solo Knit Band:* Align the connector on either side of the Solo Knit Band with the connector on the inside of each Audio Strap (with the orange release tab facing inwards), then push in until you hear a click.

     You may need to pull the orange release tab as you put the connector in place, then release when it’s attached.



   - *Attach the Dual Loop Band:* Make sure the size indicator is positioned on the left, with the upper strap pointing directly upwards and the lower strap oriented to go around the lower part of your head. Then align the connector on either side of the Dual Loop Band with the connector on the inside of the Audio Strap (with the upper strap on top), then push in until you hear a click. Make sure to loosen the straps before putting on Apple Vision Pro.

- *Detach the head band:* Pull the orange release tabs on the inside of the head band until it disconnects from the device.

Note: Before putting on Apple Vision Pro, gently pull the connection points for the head band to ensure they are attached properly.

Clean your Apple Vision Pro

To learn how to detach parts of your Apple Vision Pro for easier cleaning, see Attach or remove the Apple Vision Pro Light Seal or head band.

Turn off your Apple Vision Pro, then place it on a secure surface, like a table or desk. Be sure to disconnect the power cable. See Turn off Apple Vision Pro.

Clean the cover glass and display lenses

For optimal performance, keep the cover glass and display lenses clean and smudge-free.

- Wipe with a clean, dry microfiber cloth, like the polishing cloth provided with your Apple Vision Pro.
- Do not use liquids or chemicals like isopropyl alcohol, ammonia-based products, or other solvents, as these may damage Apple Vision Pro.

If you have ZEISS Optical Inserts, refer to manufacturer instructions for cleaning instructions.

Clean the Light Seal and Light Seal Cushion

- *Light Seal:* Detach the Light Seal from Apple Vision Pro, then wipe with a dry, soft, lint-free cloth.

  You can also hand wash the Light Seal using warm water and unscented, dye-free dish soap. Before washing the Light Seal, always detach the Light Seal from the frame and the Light Seal Cushion. If you wash the Light Seal, don't use Apple Vision Pro until it's completely dry.

- *Light Seal Cushion:* Detach from the Light Seal, then wipe with a dry, soft, lint-free cloth.

  You can also hand wash the Light Seal Cushion using warm water and unscented, dye-free dish soap. Always detach the Light Seal Cushion from the Light Seal before washing the cushion. If you wash the cushion, don't use Apple Vision Pro until it's completely dry.

Don't use disinfectant wipes or laundry detergent to clean the Light Seal or Light Seal Cushion.

Clean the Solo Knit Band or Dual Loop Band

You can wipe the Solo Knit Band or Dual Loop Band with a soft, lint-free cloth.

To wash either of the head bands, detach it from Apple Vision Pro, then hand wash using unscented, dye-free dish soap or detergent. Don't use Apple Vision Pro until the head band is completely dry.

Clean the battery

- Wipe with a dry, soft, lint-free cloth.

For more information, see the Apple Support article How to clean Apple Vision Pro and accessories.

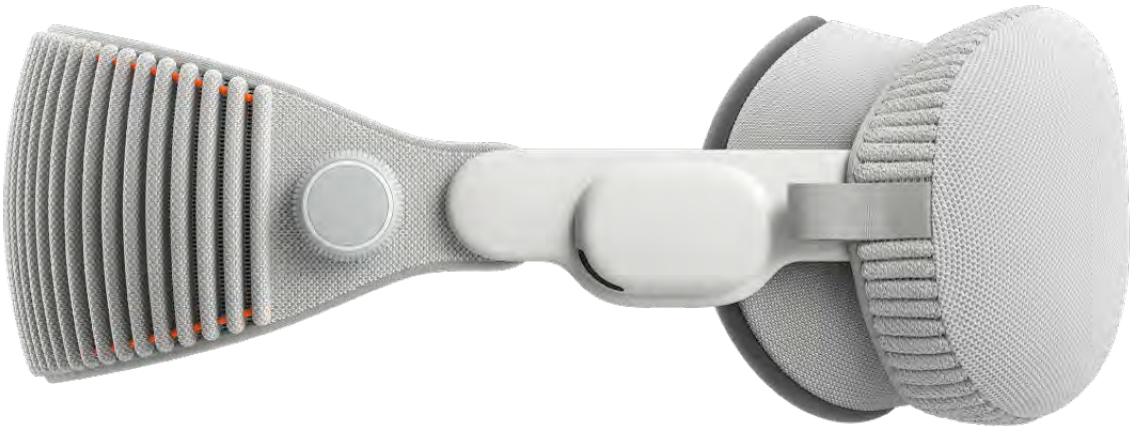
Handle and store your Apple Vision Pro

Proper handling and storage of your Apple Vision Pro will help prevent damage to the device.

Handle your Apple Vision Pro

- Pick up Apple Vision Pro with two hands—one holding the frame and the other on the head band. Don’t pick up Apple Vision Pro by the Light Seal.
- When you aren’t using the device, attach the cover to help prevent dust accumulation or damage. If the cover is not attached, place the device on the polishing cloth.
- For optimal performance, keep the cover glass and display lenses clean and smudge-free. See Clean your Apple Vision Pro.

Store your Apple Vision Pro



- *Store your device:* In between uses, put the cover on, then place Apple Vision Pro on a secure surface, like a table or desk. You can leave the battery connected for short periods of time, but Apple Vision Pro automatically shuts down after 24 hours of inactivity to preserve battery.

  You can also store the device in [optional storage case] (sold separately) to protect your Apple Vision Pro whenever you’re not using it.
- *Storage during transit:* If traveling with Apple Vision Pro, a suitable bag or case is recommended, such as the Apple Vision Pro Travel Case (sold separately). Take care to protect the device from impact. Avoid placing Apple Vision Pro in bags or cases alongside loose objects or debris, which can scratch the internal displays, or accidentally get inside the vents and openings of the device.

Charge and connect the battery

Connect the battery to Apple Vision Pro

Before you can turn on your Apple Vision Pro, you need to connect the battery. Even if you're not using your Apple Vision Pro, you can leave the battery connected to allow Apple Vision Pro to sync your mail, photos, and more.

Note: Apple Vision Pro automatically shuts down after 24 hours of inactivity to preserve battery.

Connect the battery

1. Insert the power connector on the outside of the Audio Strap, with the power cable angled slightly upward.

   The dot on the power connector should line up with the white outlined dot on the Audio Strap.

2. Rotate the power connector clockwise until it locks in.

   When the power cable is successfully connected, the light pulses, and Apple Vision Pro turns on.

To disconnect the battery from your Apple Vision Pro, turn it counterclockwise until it detaches. Make sure you take off Apple Vision Pro and save any open documents first, as this will turn off the device. See Turn off Apple Vision Pro.

Battery placement

- While wearing Apple Vision Pro, place the battery in a comfortable location close to your body, like in your pocket.
- Avoid placing the battery near external heat sources.
- Be aware of the battery and cable while using Apple Vision Pro. For example, don't sit down with the battery in your back pocket, pull the battery off your desk when you stand up, or let it fall between seats on an airplane.
- If the battery is accidentally detached during use, remove Apple Vision Pro.

Charge the Apple Vision Pro battery and check the battery level

You can use Apple Vision Pro while charging the battery, but be aware of the USB-C Charge Cable as you move around. When you're syncing with iCloud or using Apple Vision Pro, it may take longer to charge the battery.

Note: When Apple Vision Pro is in sleep, it's best to keep your battery connected to a power outlet, as Apple Vision Pro continues syncing all your messages, mail, photos, and more. This helps ensure your content is up to date, and your battery is full, the next time you put on Apple Vision Pro.

To understand how your battery works so you can get the most out of it, see the Apple Lithium-ion Batteries website.

Charge the battery

Connect the Apple Vision Pro battery to a power outlet using a USB-C Charge Cable and an Apple 30W USB-C power adapter.

The light next to the USB-C port on the battery displays the charge status; amber means the battery needs to be charged, and green means the battery is fully charged.

Tip: To see the battery light, gently tap or pick up the battery.

WARNING: If you suspect there may be liquid in the charging port of the Apple Vision Pro battery, don't plug the charging cable into it. For information about exposure to liquid, and other information about safely using and charging the battery, see Important safety information for Apple Vision Pro.

Check the battery level

You can view the battery level or percentage at any time.

- *See the battery level:* Open Control Center.

  The battery level or percentage is displayed in the top-right corner.

- *Show or hide the battery percentage:* Go to Settings > Battery, then turn Battery Percentage on or off.

User safety

Prepare your space before using Apple Vision Pro

Apple Vision Pro has built-in safety features to help prevent collisions and falls, but it's also important to make sure your space is free of obstacles and hazards before you put on your Apple Vision Pro, as certain conditions—like low light—may affect these safety features.

Use your Apple Vision Pro in controlled indoor and outdoor spaces, and always remain aware of your surroundings and body posture during use. Apple Vision Pro should never be used on or near roads, streets, or any other area where moving objects present a collision risk.

Read all of the information below before using your Apple Vision Pro.

Set up your space

- Clear any obstacles nearby, as immersive and interactive experiences may block the ability to see your surroundings.
- Remove Apple Vision Pro immediately if a loss of system power occurs.
- Avoid obstacles—like doorknobs—that may catch the power cable and cause it to disconnect.
- Ensure your space is dry and level to reduce the likelihood of falls or collisions.
- Do not use Apple Vision Pro around stairs, balconies, railings, glass, mirrors, sharp objects, sources of excessive heat (such as a stove or oven), windows, or other hazards.
- Apple Vision Pro is not water resistant. If you use it outside in a controlled environment (like your backyard), do not expose Apple Vision Pro to rain or fog.
- Apple Vision Pro is not a failsafe device, and is not intended for use where the failure of the device could lead to death, personal injury, or severe environmental damage (such as operating a moving vehicle).
- Never use the device while operating a moving vehicle, bicycle, heavy machinery, or in any other situations requiring attention to safety.

See your surroundings while immersed

Apple Vision Pro can reveal objects in your surroundings, but it won't detect all obstacles or conditions.

To increase the likelihood that objects in your surroundings are detected:

- Use Apple Vision Pro in a well-lit environment, as low light conditions may increase the risk of collision with objects in your environment.
- Be aware of furniture and other obstacles, pets, and children while using the device.
- Do not run or make sudden movements while using Apple Vision Pro.
- Avoid using Apple Vision Pro around moving objects, like fans.

For more information about when Apple Vision Pro reveals objects in your surroundings, see About immersion and See people around you while you're immersed with Apple Vision Pro.

Important: Apple Vision Pro is designed to fit and be used by individuals 13 years of age or older. Children ages 13 years and older should be supervised by an adult while using.

Safely use your Apple Vision Pro

Apple Vision Pro has built-in safety features to help prevent collisions and falls, but it's also important to use the device in a safe manner. For example, don't run while wearing Apple Vision Pro, use it while operating a moving vehicle, or use it while intoxicated or otherwise impaired.

Read all of the information below before using your Apple Vision Pro.

Make sure your Apple Vision Pro fits correctly

A proper fit, including using the correct Light Seal, Light Seal Cushion, and head band for your face and head, is important for a comfortable and safe experience. If you require vision correction, you must either wear contact lenses or use the compatible ZEISS Optical Inserts; eyeglasses are not compatible with Apple Vision Pro. See Adjust the fit of your Apple Vision Pro, Adjust display alignment on Apple Vision Pro, and Use ZEISS Optical Inserts for vision correction with Apple Vision Pro.

Important: Apple Vision Pro is designed to fit and be used by individuals 13 years of age or older.

Protect the glass on your Apple Vision Pro

Apple Vision Pro is not a protective device. It contains glass, which could scratch, crack, or create sharp edges as a result of impacts with surfaces in the environment.

- Be aware that the risk of collision may be increased when you're moving at higher speeds. Don't run while wearing Apple Vision Pro.

- Never use Apple Vision Pro if the cover glass is broken. If the cover glass breaks during use, carefully remove Apple Vision Pro from your head by holding the frame—not the glass—and head band.
- Put the cover on your Apple Vision Pro and place it on a flat, level surface anytime you're not using it.

For information about cleaning and storage, see Clean your Apple Vision Pro.

Prevent and reduce motion sickness

Apple Vision Pro is designed to minimize the risk of motion sickness. To learn more about motion sickness when using Apple Vision Pro, see the Apple Support article If you experience motion sickness while using your Apple Vision Pro.

- Start using Apple Vision Pro gradually to get adjusted, and take regular breaks, even if you think you don't need them. For example, start with just a 20 or 30-minute session, and adjust based on your comfort level.
- Immersive content that has a higher probability of causing certain people to experience motion sickness will be labeled as having high motion. Be aware of this label as you select immersive content, especially while you're getting used to Apple Vision Pro.
- Be aware of symptoms of motion sickness, such as nausea, and stop using Apple Vision Pro if you experience them.
- Wait until symptoms have subsided before doing anything—such as walking or driving a car—that requires balance, coordination, or attention to safety.
- If any symptoms persist, consult your physician before resuming use of Apple Vision Pro.

To learn more, see the Apple Support article If you experience motion sickness while using your Apple Vision Pro.

You can also reduce the motion in some experiences, such as in Environments. Go to Settings > Accessibility > Motion, then turn on Reduce Motion.

Pre-existing conditions and medical devices

Avoid using Apple Vision Pro if you feel unwell. If you are pregnant or have a pre-existing medical condition, such as migraine headaches, an eye or vision condition, an inner ear condition, or a psychological condition, be aware that using Apple Vision Pro or certain experiences may aggravate your symptoms, or increase the risk of injury or discomfort.

Consult your physician prior to using Apple Vision Pro under the following circumstances:

- You have a medical condition—such as seizures—that could be affected by or interact with your Apple Vision Pro.

- You are at risk for falls or seizures, or have a serious medical condition such as a heart condition.
- You have a medical device that may be impacted by magnets and electromagnetic fields. See “Medical device interference” in Important safety information for Apple Vision Pro.

Important: If you experience symptoms that may be related to a medical condition, or you suspect the device and battery are interfering with your medical device, discontinue using Apple Vision Pro and consult your physician. If any symptoms persist, consult your physician before resuming wear.

For more information, see the Apple Support article Using Apple Vision Pro with certain medical conditions.

Important safety information for Apple Vision Pro

WARNING: Failure to follow these safety instructions could result in fire, electric shock, injury, or damage to the device, the battery, or other property. Read all the safety information below before using Apple Vision Pro and its battery.

Children. Apple Vision Pro is designed to fit and be used by individuals 13 years of age and older, and should not be used by children under the age of 13. Children ages 13 years and older should be supervised by an adult while using Apple Vision Pro.

Not a medical device. Apple Vision Pro is not a medical device. Consult your healthcare provider prior to making any decisions related to your health.

Medical conditions. If you are at risk for falls or seizures, or have a serious medical condition such as a heart condition, consult your physician prior to using Apple Vision Pro. If you are pregnant or have a pre-existing medical condition, such as migraine headaches, an eye or vision condition, an inner ear condition, or a psychological condition, be aware that using Apple Vision Pro or certain experiences may aggravate your symptoms, or increase the risk of injury or discomfort. If you experience symptoms that may be related to pregnancy or a medical condition, discontinue using the device and consult your physician before resuming wear.

Conditions. Apple Vision Pro won’t detect all obstacles or conditions. Be aware of furniture and other obstacles, pets, and children before using the device while standing or moving. Clear any obstacles if necessary. Immersive experiences or loss of device power will block your ability to see. Avoid situations and obstacles that may cause the power cable to disconnect. Remove Apple Vision Pro immediately if a loss of system power occurs.

Surroundings. Always remain aware of your environment and body posture during use. Apple Vision Pro is designed for use in controlled areas that are safe, on a level surface. Do not use it around stairs, balconies, railings, glass, mirrors, sharp objects, sources of excessive heat, windows, or other hazards. Never use Apple Vision Pro while operating a moving vehicle, bicycle, heavy machinery, or in any other situations requiring attention to safety. Using the device in low light conditions may increase the risk of collision with objects in your environment.

Custom fit. Ensure Apple Vision Pro fits correctly. A proper fit, using the correct Light Seal and head band, is important to provide a comfortable and safe device experience. If you require vision correction, you must either wear contact lenses or purchase compatible ZEISS Optical Inserts, as eyeglasses are not compatible with the device. Using the device while wearing facial jewelry may increase the risk of injury.

After turning on Apple Vision Pro, you should see a single, clear image of your surroundings and content. The device features an interpupillary distance (IPD) adjustment, which requires you to press and hold the Digital Crown to adjust the lenses. Release the Digital Crown to stop movement if you feel contact on your nose.

Correct fitting and adjustment of your Apple Vision Pro is important for maximizing safety and comfort while using the device.

Duration. Extended periods of use may increase your risk of discomfort or injury. Take regular breaks, even if you don't think you need them, to give yourself time to adjust to Apple Vision Pro and new experiences. Stop using it immediately if you feel unwell or experience discomfort, such as nausea, dizziness, headache, numbness, eyestrain, eye pain, or a change in vision such as blurred or double vision. After using Apple Vision Pro, make sure you are feeling re-oriented to your environment before engaging in activities that require balance, coordination, or spatial awareness. If any symptoms persist, consult your physician before resuming wear.

Handling. Handle Apple Vision Pro and its battery with care. They are made of metal, glass, and plastic and have sensitive electronic components inside. Apple Vision Pro and its battery can be damaged if dropped, burned, punctured, crushed, or if they come in contact with liquid. If you suspect damage to Apple Vision Pro or the battery, discontinue use, as it may cause overheating or injury. Don't use a damaged device or battery, such as one with cracked glass, visible liquid intrusion, or damaged parts or accessories, as it may cause injury.

Repairing. If Apple Vision Pro or its battery is damaged or malfunctioning, contact Apple for service.

Battery. Apple Vision Pro battery should only be repaired by a trained technician to avoid battery damage, which could cause overheating, fire, or injury. Batteries should be recycled or disposed of separately from household waste and according to local environmental laws and guidelines. For information about battery service and recycling, see the Battery Service and Recycling website.

Lasers. The near and far depth sensing systems in Apple Vision Pro contain one or more lasers. These laser systems may be disabled for safety reasons if the device is damaged or malfunctions. If you receive a notification on your device that the laser system is disabled, you should contact Apple for service. Improper repair, modification, or use of non-genuine Apple components in the laser systems may prevent the safety mechanisms from functioning properly and could cause hazardous exposure and injury to eyes or skin.

Liquid exposure. Apple Vision Pro and its battery are not designed to be water resistant. Keep your device and battery away from sources of liquid, such as drinks, oils, lotions, sinks, bathtubs, shower stalls, etc. Protect your device and battery from dampness, humidity, or wet weather, such as rain, snow, and fog.

Charging. Charge the battery using the USB-C charging cable (included) and an Apple USB-C power adapter (30W included). You can also charge the battery with third-party cables and power adapters that are compliant with USB-C and with applicable country regulations and international and regional safety standards. Other adapters may not meet applicable safety standards, and charging with such adapters could pose a risk of death or injury.

Using damaged cables or chargers, or charging when moisture is present, can cause fire, electric shock, injury, or damage to the device, the battery, or other property. When you use the charging cable (included), make sure its USB-C connector is fully inserted into a compatible power adapter before you plug the adapter into a power outlet. It's important to keep the device, the battery, the charging cable, and the power adapter in a well-ventilated area when in use or charging.

Charging cable and connector. Avoid prolonged skin contact with the USB-C charging cable and connectors when the charging cable is connected to the battery because they may cause discomfort or injury. Avoid sleeping or sitting on the cables or connectors.

Prolonged heat exposure. Apple Vision Pro, the battery, and Apple USB-C power adapters comply with required surface temperature limits defined by applicable country regulations and international and regional safety standards. However, even within these limits, sustained contact with warm surfaces for long periods of time may cause discomfort or injury. Use common sense to avoid situations where your skin is in contact with the device, the battery, and its power adapter when it's operating or connected to a power source for long periods of time. For example, don't sleep on the device, the battery, or its power adapter, or place them under a blanket, pillow, or your body, when it's connected to a power source. Keep your device and battery in a well-ventilated area when in use or charging. Never block or push anything into the device ventilation openings, as doing so may be dangerous and cause your device to overheat. Take special care if you have a physical condition that affects your ability to detect heat against the body.

USB-C power adapter. To operate an Apple USB-C power adapter safely and reduce the possibility of heat-related injury or damage, plug the power adapter directly into a power outlet. Don't use the power adapter in wet locations, such as near a sink, bathtub, or

shower stall, and don't connect or disconnect the power adapter with wet hands. Stop using the power adapter and any cables if any of the following conditions exists:

- The power adapter plug or prongs are damaged.
- The charging cable becomes frayed or otherwise damaged.
- The power adapter is exposed to excessive moisture, or liquid is spilled into the power adapter.
- The power adapter has been dropped, and its enclosure is damaged.

Apple 30W USB-C power adapter specifications:

- Frequency: 50 to 60 Hz, single phase.
- Line Voltage: 100 to 240 V
- Output Voltage/Current: 20VDC/1.5A or 15VDC/2A or 9VDC/3A or 5VDC/3A
- Output Port: USB-C

Hearing loss. Listening to sound at high volumes may damage your hearing. Background noise, as well as continued exposure to high volume levels, can make sounds seem quieter than they actually are. Check the volume before playing audio. For more information about hearing loss, see the Sound and Hearing website (apple.com/sound).

⚠ **WARNING:** To prevent possible hearing damage, do not listen at high volume levels for long periods.

Radio frequency exposure. Apple Vision Pro uses radio signals to connect to wireless networks. For information about radio frequency (RF) energy resulting from radio signals, and steps you can take to minimize exposure, go to Settings > General > Legal & Regulatory > RF Exposure, or go to regulatoryinfo.apple.com/rfexposure.

Radio frequency interference. Observe signs and notices that prohibit or restrict the use of electronic devices. Although Apple Vision Pro is designed, tested, and manufactured to comply with regulations governing radio frequency emissions, such emissions from the device can negatively affect the operation of other electronic equipment, causing them to malfunction. When use is prohibited, such as while traveling in aircraft, or when asked to do so by authorities, turn off Apple Vision Pro, or use airplane mode or Settings > Wi-Fi and Settings > Bluetooth to turn off the Apple Vision Pro wireless transmitters.

Medical device interference. Apple Vision Pro and its battery contain magnets as well as components and radios that emit electromagnetic fields. These magnets and electromagnetic fields might interfere with medical devices.

Consult your physician and medical device manufacturer for information specific to your medical device and whether you need to maintain a safe distance of separation between your medical device and Apple Vision Pro and its battery. Manufacturers often provide recommendations on the safe use of their medical devices around wireless or magnetic products to prevent possible interference. If you suspect Apple Vision Pro or its battery are interfering with your medical device, stop using Apple Vision Pro.

Medical devices such as implanted pacemakers and defibrillators may contain sensors that respond to magnets and radios when in close contact. To avoid any potential interactions with these medical devices, keep Apple Vision Pro and its battery a safe distance away from your medical device (more than 6 inches/15 cm, but consult with your physician and your device manufacturer for specific guidelines).

Explosive and other atmospheric conditions. Charging the battery or using the device in any area with a potentially explosive atmosphere, such as areas where the air contains high levels of flammable chemicals, vapors, or particles (such as grain, dust, or metal powders), may be hazardous. Exposing the device or battery to environments with high concentrations of industrial chemicals, including near evaporating liquified gases such as helium, may damage or impair the functionality of the device or battery. Obey all signs and instructions.

WARNING: Do not operate your device in areas with significant amounts of airborne dust, or smoke from cigarettes, cigars, ashtrays, stoves, or fireplaces, or near an ultrasonic humidifier using unfiltered tap water.

Repetitive motion. When you perform repetitive activities such as typing, swiping, or playing games on the device, you may experience discomfort in your hands, arms, wrists, shoulders, neck, or other parts of your body. If you experience discomfort, stop using the device and consult a physician.

High-consequence activities. Apple Vision Pro is not intended for use where the failure of the device could lead to death, personal injury, or severe environmental damage.

Choking hazard. Some device and battery parts and accessories may present a choking hazard to small children. Keep these parts and accessories away from small children.

Skin sensitivities. Some people may experience reactions to certain materials used in wearable items that are in prolonged contact with their skin. This can be due to allergies, environmental factors, extended exposure to irritants like soap, sweat, or other causes. You may be more likely to experience irritation from any wearable device if you have allergies or other sensitivities. If you have known skin sensitivities, take special care when using the device, battery, and accessories. You may be more likely to experience irritation from the device or accessories if you wear them too tightly. Remove the device periodically to allow your skin to breathe. Keeping the device and accessories clean and dry will reduce the possibility of skin irritation. If you experience redness, swelling, itchiness, or any other irritation or discomfort on your skin around, or beneath, your device, remove the device and consult your physician before resuming wear. Continued use, even after symptoms subside, may result in renewed or increased irritation.

Important handling information for Apple Vision Pro

Operating temperature. Apple Vision Pro is designed to work in ambient temperatures between 32° and 86° F (0° and 30° C) and stored in temperatures between -4° and 86° F (-20° and 30° C). Apple Vision Pro can be damaged and battery life shortened if stored or operated outside of these temperature ranges. Avoid exposing Apple Vision Pro to dramatic changes in temperature or humidity. When you're using Apple Vision Pro or charging the battery, it is normal for Apple Vision Pro or the battery to get warm.

If the interior temperature of the device or battery exceed normal operating temperatures (for example, in a hot car or in direct sunlight for extended periods of time), you may experience the following as it attempts to regulate its temperature:

- The battery stops charging.
- The displays dim.
- A temperature warning appears on the device.
- Some apps may close.

Important: You may not be able to use the device while the temperature warning is displayed. If the device can't regulate its internal temperature, it goes into deep sleep mode until it cools. Move the device to a cooler location out of direct sunlight and wait a few minutes before trying to use it again.

Cleaning. Clean the device or battery immediately if it comes in contact with anything that may cause stains, or other damage—for example, dirt or sand, ink, makeup, soap, detergent, acids or acidic foods, or lotions. To clean:

- Turn off the device and disconnect the power cable.
- To clear device eyepieces and compatible ZEISS vision correction accessories: Follow manufacturer instructions.
- To clean the remainder of the device and battery: Use a soft, clean, lint-free cloth—for example, a lens cloth.
- Avoid getting moisture in openings. Don't spray liquid directly on the device or battery.
- Don't use cleaning products or compressed air.

For more information about cleaning, see Clean your Apple Vision Pro.

Using connectors, ports, and buttons. Never force a connector into a port or apply excessive pressure to a button, as this may cause damage. If the connector and port don't join with reasonable ease, they probably don't match. Check for obstructions and

make sure that the connector matches the port and that you have positioned the connector correctly in relation to the port.

Using the cables. Certain usage patterns can contribute to the fraying or breaking of cables. The cables, like any other metal wire or cable, are subject to becoming weak or brittle if repeatedly bent in the same spot. Aim for gentle curves instead of angles in the cables. Regularly inspect the cables and connectors for any kinks, breaks, bends, or other damage. Should you find any such damage, discontinue use of the cable.

Carrying your device and battery. Use a protective case when transporting your device or battery. Make sure there are no loose items in the protective case (such as paper clips or coins) that could accidentally get inside the device, such as through vent openings, or otherwise damage the device, battery, or accessories.

Storing your device and battery. If you’re going to store your device or battery for an extended period of time, keep it in a cool location (ideally, 71° F or 22° C) and discharge the battery to 50 percent. When storing your battery for longer than five months, maintain the capacity of the battery by charging the battery to 50 percent every six months or so.

Basic controls and shortcuts

Turn on and set up Apple Vision Pro

When you turn on Apple Vision Pro for the first time, you're guided through the simple setup process—all you need is a Wi-Fi connection. If you have an iPhone with iOS 17 or iPad with iPadOS 17 or later, you can also transfer your data to your new Apple Vision Pro using Quick Start.

Before you begin

- Adjust the fit of your Apple Vision Pro before turning it on.
- Charge the battery.

Complete setup

1. Connect the battery to Apple Vision Pro. When you hear a tone, it's ready to wear. See Connect the battery to Apple Vision Pro.

   If you connect the battery and you don't hear a tone after 30-45 seconds, press and hold the top button for a few seconds to turn on your Apple Vision Pro.

2. Position the device on your face, then slide the head band over the back of your head and adjust until secure. The displays turn on when Apple Vision Pro detects your eyes.

3. Choose one of the following:

   - *Use Quick Start:* If you have an iPhone with iOS 17 or iPad with iPadOS 17 or later, you can use Quick Start to automatically set up your new device. Bring the two devices close together, then follow the instructions.

   - *Set Up Manually:* If you don't have another device, tap Set Up Manually.

4. Follow the instructions to set up Apple Vision Pro. You'll complete steps such as the following:

   - Complete eyes and hand setup

   - Sign in with your Apple ID

   - Capture your Persona

   - Learn basic gestures

     To learn more about gestures and hardware controls, see Learn basic gestures and controls on Apple Vision Pro.

If you need Accessibility features during setup, do any of the following:

- *Turn on VoiceOver:* Triple-click the Digital Crown.

- *See and activate other accessibility features:* Triple-click the top button.

To learn more, see Get started with accessibility features on Apple Vision Pro.

Wake and unlock Apple Vision Pro

When you take off Apple Vision Pro (without disconnecting the battery or shutting it down), it turns off the displays to save power, locks for security, and goes to sleep. You can quickly wake and unlock Apple Vision Pro when you want to use it again.

If you disconnect the battery or shut down Apple Vision Pro, you'll need to turn it on again before you can use it. See Complete setup.

Wake Apple Vision Pro

Put on your Apple Vision Pro. The displays turn on when Apple Vision Pro detects your eyes.

You may be prompted to press and hold the Digital Crown to align the position of the displays to match your eyes. See Adjust display alignment on Apple Vision Pro.

Unlock with Optic ID or your passcode

If you didn't create a passcode or enable Optic ID during setup, see Set or change the passcode or Use Optic ID.

Put on Apple Vision Pro to wake it, then do one of the following:

- *Unlock with Optic ID:* Look at until Vision Pro unlocks.

  You must use a passcode instead of Optic ID at certain times—for example, when you restart Apple Vision Pro, or it's been more than 48 hours since you last unlocked Apple Vision Pro. However, you can use your iPhone to enable Optic ID when you'd normally have to use your passcode. See Use your iPhone to enable Optic ID.

- *Unlock with passcode:* Enter your passcode.

Redo eye and hand setup on your Apple Vision Pro

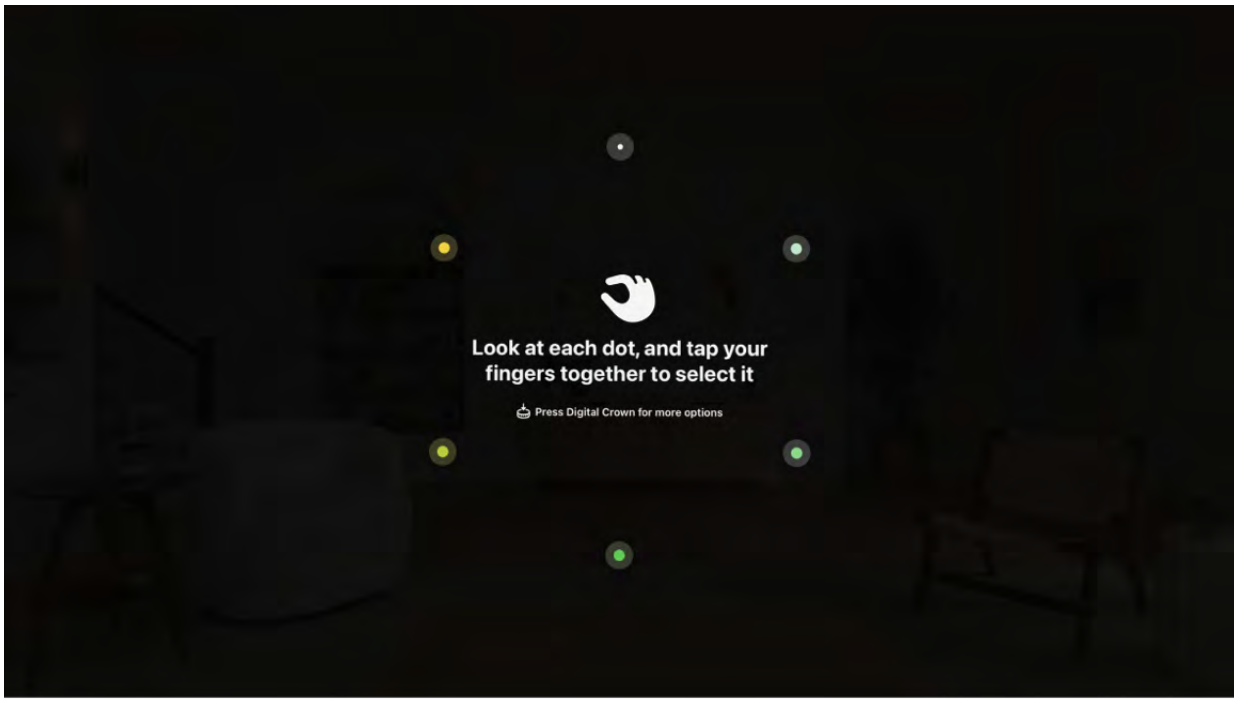
You can redo eye and hand setup at any time. You can also add ZEISS Optical Inserts if you need visual correction. See Use ZEISS Optical Inserts for vision correction with Apple Vision Pro.

Note: If you want to let others use your Apple Vision Pro, turn on Guest User. They'll complete eye and hand setup when they put on the device, and your settings return when they stop using it. See Let others use your Apple Vision Pro.

Quickly redo eye and hand setup

Quadruple-click the top button, then follow the instructions.

Redo eye setup only

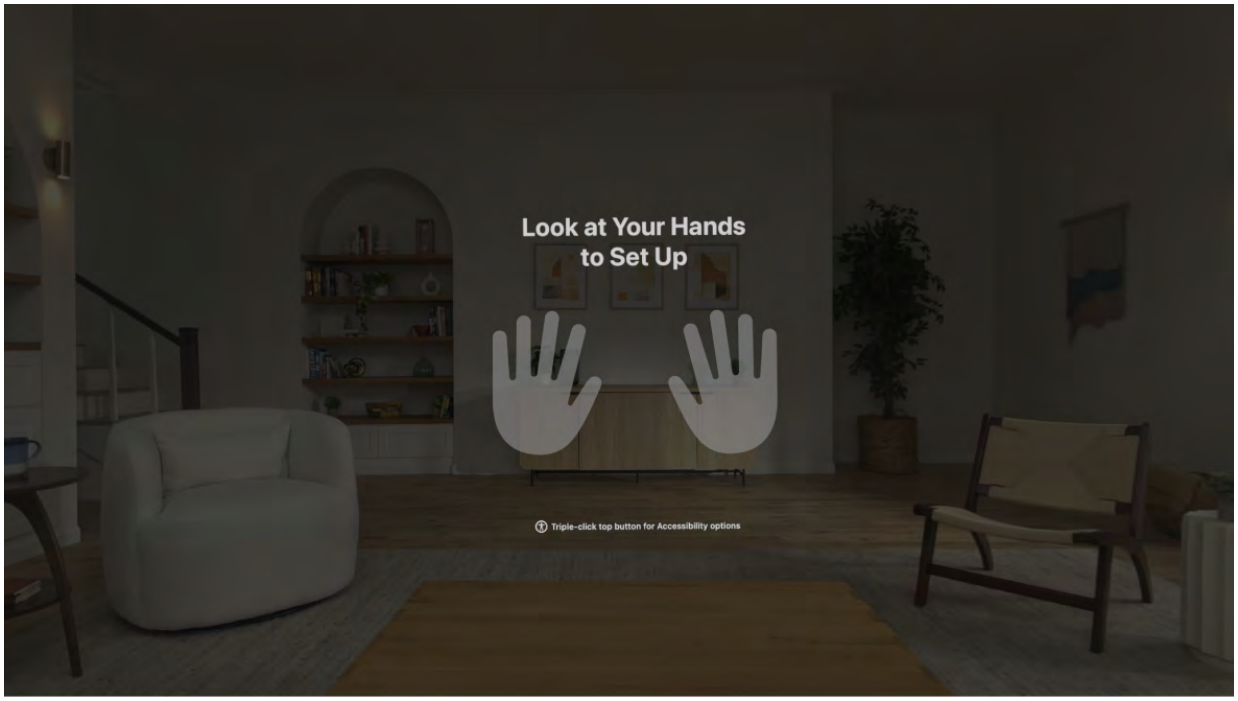


To ensure the best results, remain stationary during eye setup.

Do any of the following:

- Go to Settings > Eyes & Hands > Redo Eye Setup, then follow the instructions.
- To start eye setup with Siri, say, "Siri, set up eyes."

Redo hand setup only



Do any of the following:

- Go to Settings > Eyes & Hands > Redo Hand Setup, then follow the instructions.
- To start hand setup with Siri, say, “Siri, set up hands.”

Change input settings

If pinching your thumb and index finger together isn’t an option, you can change your settings.

- Go to Settings > Eyes & Hands > Hand Input, then choose an option.

Learn basic gestures and controls on Apple Vision Pro

You can easily interact with Apple Vision Pro using your hands and eyes, along with the Digital Crown and top button. To use your voice as input, see Enter text with dictation and Set up and activate Siri on Apple Vision Pro.

Use hand and eye gestures

Action	What kinds of things can I do with this gesture?	Instruction
Tap your fingers together (or simply “tap”)	Select options, open apps	Look at content (like an App icon or button), then tap your index finger and thumb together to select it.
Touch	Type, interact in interactive experiences	Interact with certain elements directly with your fingers. For example, you can touch keys on the virtual keyboard, similar to typing on a physical keyboard.
Pinch and hold	Show additional options, zoom in and out	Pinch and hold your thumb and index fingers together. For example, pinch and hold ⊗ at the bottom of an app to see additional options (such as to close other apps). You can also pinch and hold with both hands and pull apart to zoom in or move them closer to zoom out.
Pinch and drag	Move windows, scroll	Pinch and hold to grab a window bar, photos, content or an object, then drag it wherever you like in your space. For example, you can pinch and drag the window bar of an app, or a shape in a Freeform board. You can also pinch and drag to scroll. For example, in Photos, you can scroll up or down through your albums. Swipe to scroll quickly; tap to stop scrolling.
Swipe	Scroll quickly	Pinch and quickly flick your wrist.

Use the Digital Crown and top button

Action	Instruction
Open Home View	Press the Digital Crown.
Recenter your content in your view	Press and hold the Digital Crown.
Adjust immersion or volume	Turn the Digital Crown. You may also need to look at either or while turning the Digital Crown. See Adjust volume on Apple Vision Pro.
Switch between your surroundings and digital content	Double-click the Digital Crown to switch to a view of your surroundings. To return to your experience, press the Digital Crown once.
Open Capture	Press the top button. See Capture and view spatial photos and videos on Apple Vision Pro.
Take a screenshot	Simultaneously press and release the top button and Digital Crown.
Use the Accessibility shortcut	Triple-click the Digital Crown.
Force quit an app	Simultaneously press and hold the top button and Digital Crown until you see Force Quit Applications, tap the name of the app you want to close, then tap Force Quit.
Turn on	Press and hold the top button until the Apple logo appears on the front display (the battery connector light also comes on).
Turn off	Simultaneously press and hold the top button and Digital Crown until the sliders appear (Force Quit Applications will appear first), then drag the top slider to power off. Or go to Settings > General > Shut Down.
Force restart	Simultaneously press and hold the top button and Digital Crown until the device powers off (Force Quit Applications and the power slider will appear first).

Adjust volume on Apple Vision Pro

There are a few ways you can adjust the volume on Apple Vision Pro.

- Turn the Digital Crown. You may need to look at 🔊 at the top of your view while turning the Digital Crown.
- Open Control Center, then drag the volume slider.

  You can also separately adjust volume for apps and FaceTime calls. Tap > next to the volume slider, then drag the volume sliders you want to adjust.

- To adjust the volume of sounds in your Environment, open Control Center, tap , then drag the volume slider. See Use Environments on Apple Vision Pro.
- Use Siri. Say something like, “Siri, set volume to 100%,” or “Siri, lower the volume.”

Type with the virtual keyboard on Apple Vision Pro

You can type using a virtual keyboard on Apple Vision Pro and use gestures to select and edit text.

You can also connect your Magic Keyboard or Magic Trackpad and use it to type.

Enter text with the virtual keyboard

Tap a text field, such as a note in the Notes app or text box in the Freeform app , then do any of the following to type:

- Look at each key, then tap your fingers together to type.
- Touch keys on the virtual keyboard (using up to one finger on each hand).

- Pinch and hold, or directly touch and hold, a letter (such as A or N) to show special characters and accents.

  The text you're entering appears in the preview at the top of the keyboard.

  If you don't see the virtual keyboard, try recentering your view—just press and hold the Digital Crown. In some cases, like when you're using a Bluetooth keyboard, a minimized version of the virtual keyboard appears; to see the keyboard, tap ⌨ in the corner.

If you're typing a password, you can see the password in the preview at the top of the keyboard. If you're sharing your view, others can't see your password.

You can also use the window bar to move the keyboard, or pinch and drag one of the bottom corners of the keyboard to resize it.

Enter text with dictation

Anywhere you see 🎙 (like in the virtual keyboard), tap it to enter text with your voice.

Note: In search fields (like in Safari 🧭), you can simply look at 🎙 in the search field and start speaking to enter text.

If you don't want the option to look at 🎙 to dictate, go to Settings ⚙ > Eyes and Hands, then turn off Look to Dictate.

Move the insertion point in a text field

To move the insertion point, pinch and drag it. Be sure to pinch and drag in the text field or the canvas of the app where you're typing—not in the preview at the top of the virtual keyboard.

Select text

Double-tap a word in the text field (not in the preview at the top of the virtual keyboard), then pinch and drag either end of the selected text to add or remove text in the selection.

Delete text

- *Remove a few characters:* Tap or touch the Delete key. Pinch and hold, or touch and hold, to quickly delete several characters at a time.
- *Remove larger amounts of text:* Select all the text you want to delete, then tap or touch the Delete key.

Change typing assistance options for all keyboards

You can change options for auto-correction, smart punctuation (for example, whether two hyphens automatically change to a dash), and more. These settings apply to your virtual keyboard and external keyboard.

1. Go to Settings > General, then tap Keyboard.
2. In the list below All Keyboards, turn typing features on or off.

Take a screenshot or record your view on Apple Vision Pro

You can take a screenshot or recording of your view. Everything you see in your view will be included, including your physical room, Environment, and apps.

When you take a screenshot or recording, they're automatically saved to Photos.

Take a screenshot

Do either of the following to take a screenshot on Apple Vision Pro:

- Simultaneously press the Digital Crown and the top button.
- Say, "Siri, take a screenshot."

A shutter sound plays when you take a screenshot.

Record your view

1. Open Control Center, then tap .
2. To stop recording, tap the record button or the red status bar at the top of your view, then tap Stop.

To share your view with others on a compatible screen (like a TV), see Let others see your view on Apple Vision Pro.

Set up the essentials

Find settings on Apple Vision Pro

In the Settings app, you can search for settings you want to change, such as your passcode, Environment settings, and more.

1. Press the Digital Crown to open Home View.

   If you don't see your apps, look at the tab bar on the left, then tap Apps.

2. Tap Settings, then do one of the following to find the setting you want:

   - Scroll through the settings on the left, then tap the one you want.
   - Select the search field, enter a term—"volume," for example—then choose a setting in the search results.
   - Look at in the search field, say what you're looking for (instead of typing), then choose a setting in the search results.

Connect Apple Vision Pro to the internet

Connect your Apple Vision Pro to the internet by using an available Wi-Fi network.

Connect Apple Vision Pro to a Wi-Fi network

1. Go to Settings > Wi-Fi, then turn on Wi-Fi.
2. Tap a network, then enter the password (if required).

   To join a hidden network, tap Other, then enter the name of the network, the security type, and password.

If appears at the top of Control Center, Apple Vision Pro is connected to a Wi-Fi network. (To verify this, open Safari to view a webpage.) Apple Vision Pro reconnects when you return to the same location.

Join a Personal Hotspot

If an iPhone or an iPad (Wi-Fi + Cellular) is sharing a Personal Hotspot, you can use its cellular internet connection.

1. Go to Settings > Wi-Fi, then choose the name of the device sharing the Personal Hotspot.
2. If asked for a password on your Apple Vision Pro, enter the password shown in Settings > Cellular > Personal Hotspot on the device sharing the Personal Hotspot.

If appears at the top of Control Center, Apple Vision Pro is connected to a Personal Hotspot. (To verify this, open Safari to view a webpage.)

Sign in with your Apple ID on Apple Vision Pro

Your Apple ID is the account you use to access Apple services such as the App Store, Apple Music, FaceTime, iCloud, and more—so all your devices work together seamlessly.

Note: Children under 13 years of age can't sign into Apple Vision Pro with their Apple ID. Children ages 13 years and older should be supervised by an adult while using Apple Vision Pro.

Sign in with your Apple ID

If you didn't sign in during setup, do the following:

1. Go to Settings, then tap Sign in to your Apple Vision Pro.
2. Enter your Apple ID and password.

   If you don't have an Apple ID, you can create one.
3. If you protect your account with two-factor authentication, enter the six-digit verification code.

If you forgot your Apple ID or password, see the Recover your Apple ID website.

Change your Apple ID settings

1. Go to Settings > [*your name*].
2. Do any of the following:
   - Update your contact information
   - Change your password
   - Add or remove Account Recovery Contacts
   - View and manage your subscriptions
   - Update your payment methods or billing address
   - Manage Family Sharing subscriptions, shared purchases, and more

You can turn on Guest User to share your Apple Vision Pro with someone else (without signing out of your Apple ID). See Let others use your Apple Vision Pro.

Use iCloud on Apple Vision Pro

iCloud securely stores your photos, videos, documents, backups, and more—and keeps them updated across all your devices—automatically. With iCloud, you can also share photos, calendars, notes, folders, and files with friends and family. iCloud provides you with an email account and 5 GB of free storage for your data. For more storage and additional features, you can subscribe to iCloud+.

Change your iCloud settings

Sign in with your Apple ID, then do the following:

1. Go to Settings > [*your name*] > iCloud.
2. Turn on the features you want to use—such as Photos, iCloud Drive, iCloud Backup, and more.

For information on how to customize iCloud features on your other devices, see "Set up iCloud and change settings on all your devices" in the iCloud User Guide.

Ways to use iCloud on Apple Vision Pro

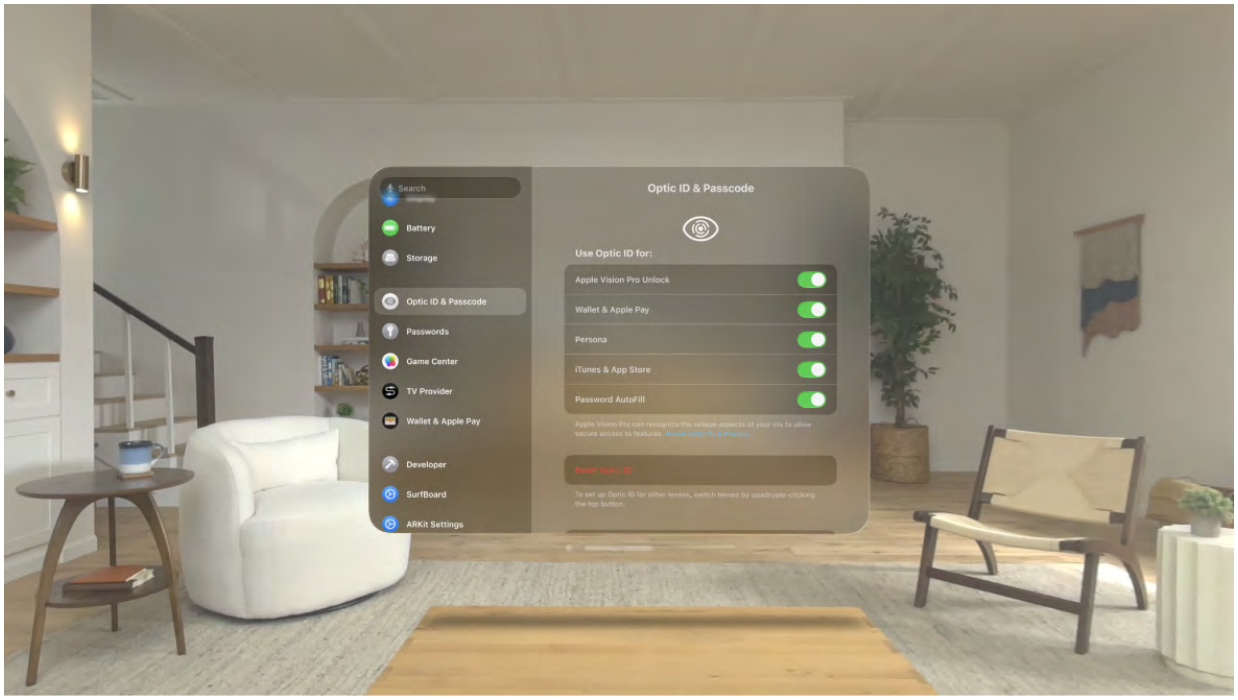
iCloud can keep your Apple Vision Pro backed up automatically. See Back up Apple Vision Pro.

You can also keep other information, such as the following, stored in iCloud and kept up to date across your Apple Vision Pro and other Apple devices:

- Photos and videos; see Use iCloud Photos on Apple Vision Pro.
- Files and documents; see Turn on iCloud Drive.
- Contacts, Calendars, Notes, and Reminders
- Data from compatible third-party apps and games
- Messages threads; see Set up Messages on Apple Vision Pro.
- Passwords and payment methods; see Make your passkeys and passwords available on all your devices with Apple Vision Pro and iCloud Keychain.
- Safari bookmarks and open tabs; see Bookmark websites in Safari on Apple Vision Pro and Use tabs and tab groups in Safari on Apple Vision Pro.

You can also access your iCloud data on iPad, iPhone, Apple Watch, Mac, Apple TV, your Windows computer, and iCloud.com. To learn more about the available features and how they work across all your devices, see the iCloud User Guide.

Set a passcode and use Optic ID to unlock Apple Vision Pro



For better security, set a passcode that needs to be entered to unlock Apple Vision Pro when you turn it on or wake it. You can also set up and use Optic ID to authorize purchases and unlock passwords with the uniqueness of your iris. Optic ID data is encrypted and never leaves your device.

Set or change the passcode

1. Go to Settings > Optic ID & Passcode.
2. Do any of the following:
   - *Set a passcode:* Tap Turn Passcode On, then enter your passcode.
   - *Change your passcode:* Tap Change Passcode.

Turn off the passcode

1. Go to Settings > Optic ID & Passcode.
2. Choose Turn Passcode Off.

Erase data after 10 failed passcodes

You can set Apple Vision Pro to erase all information, media, and personal settings after 10 consecutive failed passcode attempts.

1. Go to Settings > Optic ID & Passcode.
2. Turn on Erase Data.

After all data is erased, you must restore Apple Vision Pro from a backup or set it up again.

Use Optic ID

1. Go to Settings > Optic ID & Passcode.
2. Tap Set up Optic ID, then follow the instructions.

   You can reset Optic ID or change what Optic ID is used for at any time.

After you set a passcode, you can use Optic ID to unlock Apple Vision Pro. For additional security, you must enter your passcode to unlock your Apple Vision Pro under certain conditions, such as:

- You turn on or restart your Apple Vision Pro.
- There are five unsuccessful attempts to unlock your Apple Vision Pro with Optic ID.
- You haven't set up your iPhone to enable Optic ID.

Use your iPhone to enable Optic ID

If your iPhone and Apple Vision Pro are signed in with the same Apple ID, you can use your iPhone to enable Optic ID even when you'd normally have to use your passcode.

1. Go to Settings > Optic ID & Passcode.
2. Tap your iPhone below Nearby iPhone Enables Optic ID.

   Optic ID will be available if your iPhone is nearby and has been unlocked in the past hour.

Capture your Persona and use EyeSight

Capture and edit your Persona (beta) on Apple Vision Pro

Your Persona is a dynamic, natural representation of your face and hand movements that can be used while you are wearing Apple Vision Pro. You can use your Persona in a FaceTime call, or in another app that uses the Virtual Camera.

After you capture your Persona, EyeSight is personalized to show your eyes to others nearby. See What does EyeSight show?.

Capture your Persona (beta)

You can capture your Persona during setup for Apple Vision Pro, or later in Settings . After you capture your Persona, you can adjust the lighting of your Persona, as well as add glasses for a personal touch.

1. Go to Settings , tap Persona, then tap Get Started.
2. Refine your hand setup, then watch the tutorial video to learn the best practices to capture your Persona.

   If you've watched the video before, you can tap Continue to skip it.
3. When instructed, take off Apple Vision Pro and hold it by the frame in front of you, then follow the audio instructions (visuals on the front display will also appear to guide you through the process).

   The instructions prompt you to turn your head in different directions and make various expressions while you hold Apple Vision Pro in front of you.
4. After you capture your Persona, you can edit your Persona by adjusting the lighting, temperature, and brightness, or selecting a pair of glasses.

   For example, tap Studio to brightly light your Persona, or tap Contour to add dramatic shadows with highlights and lowlights to your Persona.

   Tap < to go back to other settings.
5. When you finish making changes, tap Save.

Tips for capturing your Persona

- Take your time getting ready. Capturing won't start until you're holding your Apple Vision Pro at eye level.

  If you don't start the capture within 15 minutes, it's cancelled. You can restart the capture after you put your Apple Vision Pro back on.

- Find a space with front-facing, even lighting, so there aren't shadows on your face.
- Stand or sit in front of a simple, neutral background without too many details.
- Relax your shoulders while holding Apple Vision Pro.
- Natural, genuine facial expressions produce the best results.

Edit or recapture your Persona

After you capture your Persona, you can adjust the lighting or select a pair of glasses. You can also recapture your Persona at any time—for example, to reflect a change in your hairstyle or outfit.

When you recapture your Persona, EyeSight is also automatically updated.

1. Go to Settings > Persona.
2. Tap Edit Details or Recapture.

You can't capture your Persona if Travel Mode is turned on. See Use Apple Vision Pro on an airplane.

If you'd like to share your feedback with Apple to help improve Persona, go to Settings > Persona, then tap Provide Apple with Feedback.

What does EyeSight show?

On Apple Vision Pro, EyeSight reveals your eyes on the front of your device, and lets those nearby know when you're using apps or fully immersed in an experience.

Here are some of the ways that EyeSight informs others around you what you're doing on Apple Vision Pro:

- When you wear Apple Vision Pro and have captured your Persona (beta), EyeSight is personalized with your own eyes.

  If you haven't captured your Persona, EyeSight shows a default pair of eyes.

- When you're using an app or in an interactive experience, EyeSight shows an animation to let others know you may not be able to see them.

- When you are capturing spatial video or photos, or you're sharing your view with others, EyeSight shows an animation letting people know that you're using the camera.

The front display doesn't show EyeSight when you're not wearing the device. It shows the Apple logo when you turn on Apple Vision Pro and a progress bar when you update visionOS.

If you delete your Persona, EyeSight will still show your eyes. If you want to stop showing your personalized EyeSight Display, do the following:

1. Go to Settings > People Awareness.
2. Tap Delete EyeSight.

Connect headphones, game controllers, and other Bluetooth accessories to Apple Vision Pro

You can connect Bluetooth accessories like headphones, game controllers, keyboards, and more to your Apple Vision Pro.

For an even more immersive experience, you can pair AirPods Pro 2nd generation (with USB-C) with Apple Vision Pro and listen with Lossless Audio and ultra-low latency.

Note: Not all Bluetooth accessories can be connected to Apple Vision Pro.

Pair Bluetooth headphones, a game controller, or other device

1. Follow the instructions that came with the Bluetooth device to put it in discovery mode.
2. Do any of the following:
   - *Connect AirPods, Beats headphones, a game controller, or another supported Bluetooth device:* Go to Settings > Bluetooth, turn on Bluetooth, then tap the name of the device.
   - *Connect other Bluetooth headphones:* Go to Settings > Accessibility > Hearing Devices > Other Devices, then tap the name of your device.

Customize a wireless game controller

After you pair a compatible game controller, you can customize it for supported games from Apple Arcade and the App Store.

1. Go to Settings > General > Game Controller.
2. Choose an option for buttons you want to change, or tap Add App to create custom controls for a certain app.

Note: Apple Arcade availability varies by country or region.

Move audio from Apple Vision Pro to another Bluetooth device

You can play audio from your Apple Vision Pro on another device.

1. On your Apple Vision Pro, open an audio app, such as Music, then choose an item to play.
2. Open Control Center, then tap .
3. Tap the media that is playing, tap , then choose your Bluetooth device.

The audio switches back to Apple Vision Pro if you move the device out of Bluetooth range.

WARNING: For important information about avoiding hearing loss and avoiding distractions that could lead to dangerous situations, see Unauthorized modification of visionOS.

Unpair a Bluetooth device

1. Go to Settings > Bluetooth.
2. Tap ⓘ next to the name of the device, then tap Forget This Device.

   If you don't see the Devices list, make sure Bluetooth is turned on.

   If you have AirPods and you tap Forget This Device, they're automatically removed from other devices where you're signed in with the same Apple ID.

Disconnect from Bluetooth devices

To quickly disconnect from all Bluetooth devices without turning Bluetooth off, open Control Center, then tap the Bluetooth button.

Use AirDrop on Apple Vision Pro to send items to nearby devices

With AirDrop, you can wirelessly send your photos, videos, websites, locations, and more to other nearby devices (iOS 7, iPadOS 13, OS X 10.10, visionOS 1.0, or later required). AirDrop transfers information using Wi-Fi and Bluetooth—both must be turned on. To use AirDrop, you need to be signed in with your Apple ID. Transfers are encrypted for security.

Tip: You can use AirDrop to securely share app and website passwords with someone using an iPhone, iPad, Mac, or Apple Vision Pro. See Share passkeys and passwords securely with AirDrop on Apple Vision Pro.

Send an item using AirDrop

1. Open the item, then tap ⬆, Share, AirDrop, •••, or another button that displays the app's sharing options.
2. Tap ◎, then tap the person you want to share with. (You can also use AirDrop to share between your own devices.)

If someone doesn't appear in AirDrop, ask them to open Control Center and allow AirDrop to receive items. (If they have a Mac with macOS 12 or earlier, ask them to allow themselves to be discovered in AirDrop in the Finder.)

Allow others to send items to your Apple Vision Pro using AirDrop

1. Open Control Center, then tap .

   If you don't see , you can add it to Control Center. See Add or remove Control Center options.

2. Tap Contacts Only or Everyone for 10 Minutes to choose who you want to receive items from.

   You can accept or decline each request as it arrives. Tap at the top of your view, then choose an option.

Apple Pay

Set up Apple Pay on your Apple Vision Pro

After you set up Apple Pay, you can make secure payments in apps and on websites that support Apple Pay. You can also send and receive money from friends and family in Messages and make purchases from participating businesses.

Add a credit or debit card

If you've added a card to Apple Pay on your iPhone, iPad, or Mac, you can easily add it on your Apple Vision Pro. You can also add a new card.

1. Go to Settings > Wallet & Apple Pay, then tap Add Card. You may be asked to sign in with your Apple ID.
2. Do one of the following:
   - *Add a new card:* Tap Debit or Credit Card, tap Continue, then enter your card details manually.
   - *Add your previous cards (including Apple Card):* Tap Previous Cards, then choose any cards you previously used. These cards may include the card associated with your Apple ID, cards you use with Apple Pay on your other devices, cards you added to Safari AutoFill, or cards you removed from Wallet. Tap Continue, authenticate with Optic ID or your passcode, then follow the instructions.
   - *Add a card from a supported app:* Tap the app of your bank or card issuer.

The card issuer determines whether your card is eligible for Apple Pay, and may ask you for additional information to complete the verification process.

Use compatible cards with Apple Pay

If you saved cards in Safari Autofill, you can turn on Compatible Cards to verify that they can be used with Apple Pay.

1. Go to Settings > Wallet & Apple Pay.
2. Turn on Compatible Cards.

The card issuer determines whether your card is eligible for Apple Pay, and may ask you for additional information to complete the verification process.

Set the default card and shipping information

The first card you add becomes your default card for payments. You can set a different card as the default at any time. You can also set the default shipping address and contact information you want to use.

1. Go to Settings > Wallet & Apple Pay.
2. Tap an option below Transaction Defaults, such as Default Card or Shipping Address.

Use Apple Pay in apps and Safari on Apple Vision Pro

You can make purchases using Apple Pay in apps and on the web using Safari wherever you see the Apple Pay button.

1. During checkout, tap the Apple Pay button.
2. Review the payment information.

   You can change the credit card, billing and shipping addresses, and contact information.
3. To complete the payment, double-click the top button, then glance at the Optic ID icon to authenticate with Optic ID, or enter your passcode.

Set up and use Apple Cash on Apple Vision Pro (U.S. only)

With Apple Cash, you can make purchases using Apple Pay; send, request, and receive money in the Messages app ; and transfer your Apple Cash balance to your bank account.

Set up and use Apple Cash

Do any of the following:

- Go to Settings > Wallet & Apple Pay, then turn on Apple Cash.
- In Messages, send or accept a payment.

Accept payments with Apple Cash

Money you receive is added to your Apple Cash balance. You can choose to automatically or manually accept payments.

1. Go to Settings > Wallet & Apple Pay, then tap Apple Cash.

2. Choose to automatically or manually accept payments.

   If you choose Manually Accept Payments, you have 7 days to accept a payment before it's returned to the sender.

View your balance and transactions

1. Go to Settings > Wallet & Apple Pay, then tap Apple Cash to view your balance.
2. Do the following:
   - *View your transactions:* Tap Transactions. Scroll down to see your transactions grouped by year.
   - *Get a statement:* Scroll down, then tap Request Transaction Statement.

Manage your Apple Cash

1. Go to Settings > Wallet & Apple Pay, then tap Apple Cash.
2. Do any of the following:
   - Add money from a debit card.
   - Transfer money to your bank.
   - Update your bank account information.

Apple Cash and sending and receiving payments through Apple Pay are services provided by Green Dot Bank, member FDIC.

Manage Apple Pay cards and activity on Apple Vision Pro

In Settings , you can manage the cards you use for Apple Pay and review your recent transactions.

View the information for a card and change its settings

1. Go to Settings > Wallet & Apple Pay.
2. Tap a card, then do any of the following:
   - Tap Transactions to view your recent history. To hide this information, turn off Show History. To view all your Apple Pay activity, see the statement from your card issuer.
   - View the last four digits of the card number and Device Account Number—the number transmitted to the merchant.
   - Change the billing address.
   - Remove the card from Apple Pay.

Change your Apple Pay settings

1. Go to Settings > Wallet & Apple Pay.
2. Do any of the following:
   - Set your default card.
   - Add the shipping address and contact information for purchases.

Remove your cards from Apple Pay if your Apple Vision Pro is lost or stolen

To remove your cards from Apple Pay, do any of the following:

- *On a Mac or PC:* Sign in to your Apple ID account (or sign into appleid.apple.com). In the Devices section, select the lost Apple Vision Pro. In the Wallet & Apple Pay section, click Remove Items.
- *On an iPhone or iPad:* Go to Settings > [*your name*], select the lost Apple Vision Pro, then tap Remove Items (below Wallet & Apple Pay).
- Call the issuers of your cards.

If you remove cards, you can add them again later.

If you sign out of iCloud in Settings > [*your name*], all your credit and debit cards for Apple Pay are removed from Apple Vision Pro. You can add the cards again the next time you sign in.

Use Family Sharing on Apple Vision Pro

Family Sharing lets you and up to five other family members share access to Apple services, purchases, an iCloud storage plan, and more.

One adult family member—the organizer—invites other family members to participate. When family members join, Family Sharing is set up on everyone's devices automatically. The group then chooses which services and features they want to use and share.

You can set up your Family Sharing group on your iPhone, iPad, or Mac, and use subscriptions, shared purchases, and more on your Apple Vision Pro.

Share Apple subscriptions

1. Go to Settings > [*your name*] > iCloud, then tap Family Sharing.
2. Tap Manage Subscriptions, then tap a subscription.

Share App Store subscriptions

You can choose which eligible App Store subscriptions you share with family members. For information about the App Store, see Get apps in the App Store on Apple Vision Pro.

1. Go to Settings > [*your name*] > Subscriptions.
2. Do one of the following:
   - *Share all new subscriptions:* Turn on Share with Family.
   - *Change the settings for a specific subscription:* Tap the subscription, then turn Share with Family on or off.

     If you don't see Share with Family, the subscription isn't eligible for sharing.

Share purchases

1. Go to Settings > [*your name*] > iCloud, then tap Family Sharing.
2. Tap Purchase Sharing, then follow the instructions.

   Tip: To turn off purchase sharing for yourself, tap [*your name*], then turn off Share Purchases. Family Sharing members won't see your purchases, but you can still see items other members have shared with you.

Learn your way around

Open Home View and use the tab bar on Apple Vision Pro

When you open Home View, you can use the tab bar to see your apps, connect with others, and choose an Environment.

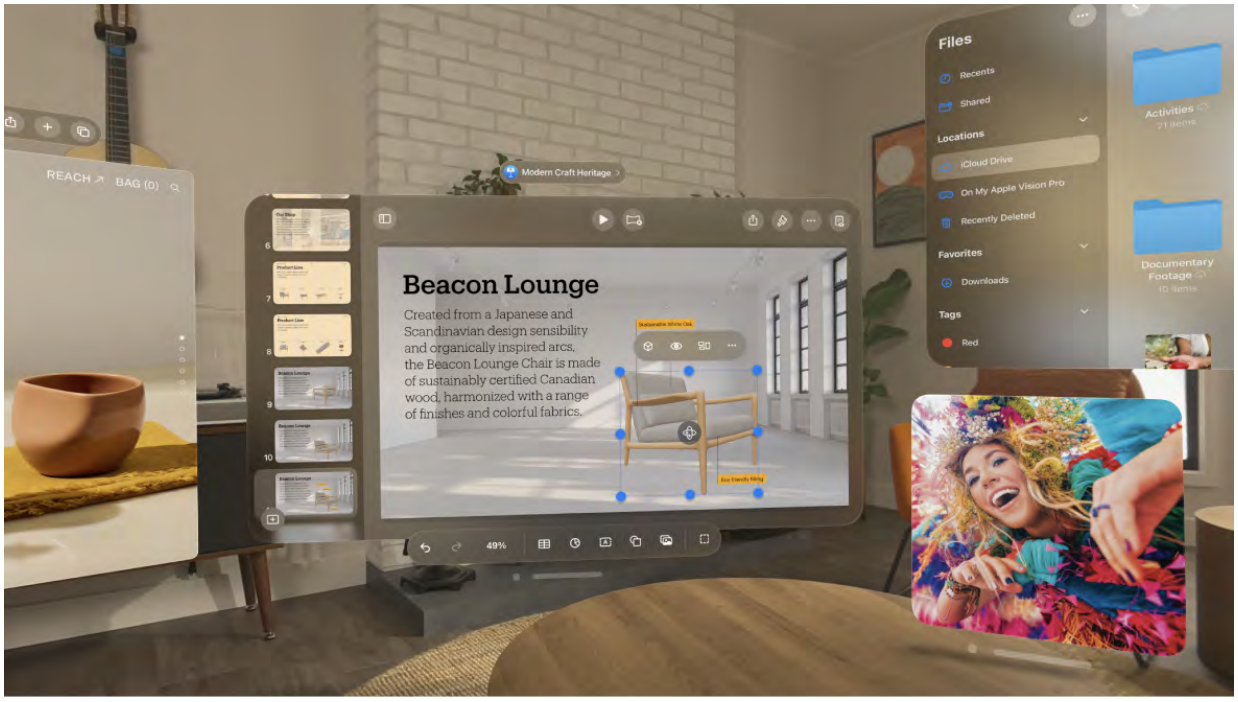
To open Home View, do any of the following:

- Press the Digital Crown.
- Open Control Center, then tap .

To get started, tap Apps , People , or Environments in the tab bar on the left.

Open apps on Apple Vision Pro

Your apps appear in a grid in Home View. Included in Home View is the Compatible Apps folder—apps designed for iPad and iPhone that you can use with Apple Vision Pro. To get more apps, see Get apps in the App Store on Apple Vision Pro.



Open an app

1. To open Home View, press the Digital Crown.

   If you don’t see your apps, look at the tab bar, then tap Apps.

2. Swipe to browse your apps. To quickly return to the first page of apps, tap Apps in the tab bar.

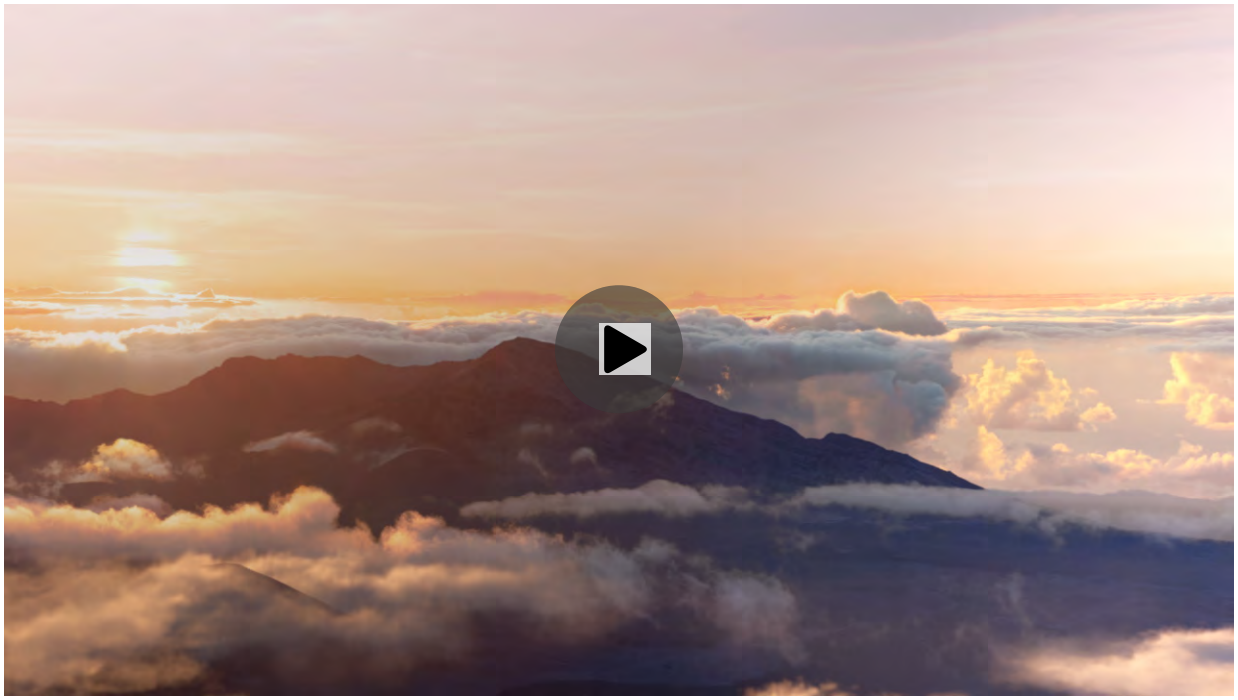
   Tip: To find an app, you can also open Control Center and tap.

3. To open an app, look at the app and tap your fingers together.

   You can also look at an app and say, “Siri, open this.” See Set up and activate Siri on Apple Vision Pro.

App windows open where you’re looking. You can also move app windows to another location, change the window size, or close and quit apps. See Move, resize, and close app windows on Apple Vision Pro.

Open Control Center on Apple Vision Pro



Control Center gives you quick access to useful controls, like search and volume, as well as features like Guest User, Travel Mode, and all your notifications. You can also open Control Center to check the battery level and see the current date and time.

Open Control Center

Glance up, then tap near the top of your view.

If you don’t see the button, keep your head still while you look up.

Note: The button may be different colors depending on what you’re doing.

Change where Control Center appears

You can change how high up you need to look to see .

Go to Settings > Control Center, then choose how high or low you want the button to appear.

Add or remove Control Center options

You can change some of the controls that are available in Control Center.

Go to Settings > Control Center, then add or remove controls.

See and open your notifications on Apple Vision Pro

To open your notifications, do any of the following:

- When you see an app icon, such as or , appear at the top of your view, you can tap to open it.

  You can keep notifications at the top of your view until you interact with them. See Change the notification style.

- Open Control Center, then tap . Tap a notification to open it, then pinch and hold the notification to choose other options, or tap Dismiss.

To quickly silence all notifications, turn on Do Not Disturb. See Turn a Focus on or off on Apple Vision Pro.

Search on Apple Vision Pro

Use search to find almost anything on your Apple Vision Pro or the web. You can search for and open apps, find content in apps like Mail and Messages, find images in your photo library or on the web, perform calculations, look up stock prices, and more.

1. Open Control Center, tap , then tap .
2. Enter what you're looking for in the search field, then tap a result.

   You can also look at in the search field, or tap or touch in the virtual keyboard, then say what you're looking for.

To choose the apps you want to include in search results, go to Settings > Siri & Search. Search offers suggestions based on your app usage, and updates results as you type.

Learn the meaning of status icons on Apple Vision Pro

The icons at the top of Control Center provide information about your Apple Vision Pro.

Status icon	What it means
	Wi-Fi. Apple Vision Pro is connected to a Wi-Fi network. The more bars, the stronger the connection. See Connect Apple Vision Pro to a Wi-Fi network.
	Personal Hotspot connection. Apple Vision Pro is connected to the internet through the Personal Hotspot of another device. See Join a Personal Hotspot.
	Camera in use. An app is using your camera.
	Microphone in use. An app is using your microphone.
	Location services. An app is using Location Services. See Control the location information you share on Apple Vision Pro.
	Network activity. There is network or other activity.
	Battery. Shows the battery level or charging status. See Check the battery level.
	Battery charging. Shows the Apple Vision Pro battery is charging. See Charge the battery.
	Voice Control. Voice Control is turned on in Settings > Accessibility, and you can use your voice to interact with Apple Vision Pro.

Manage your view

Recenter your view on Apple Vision Pro

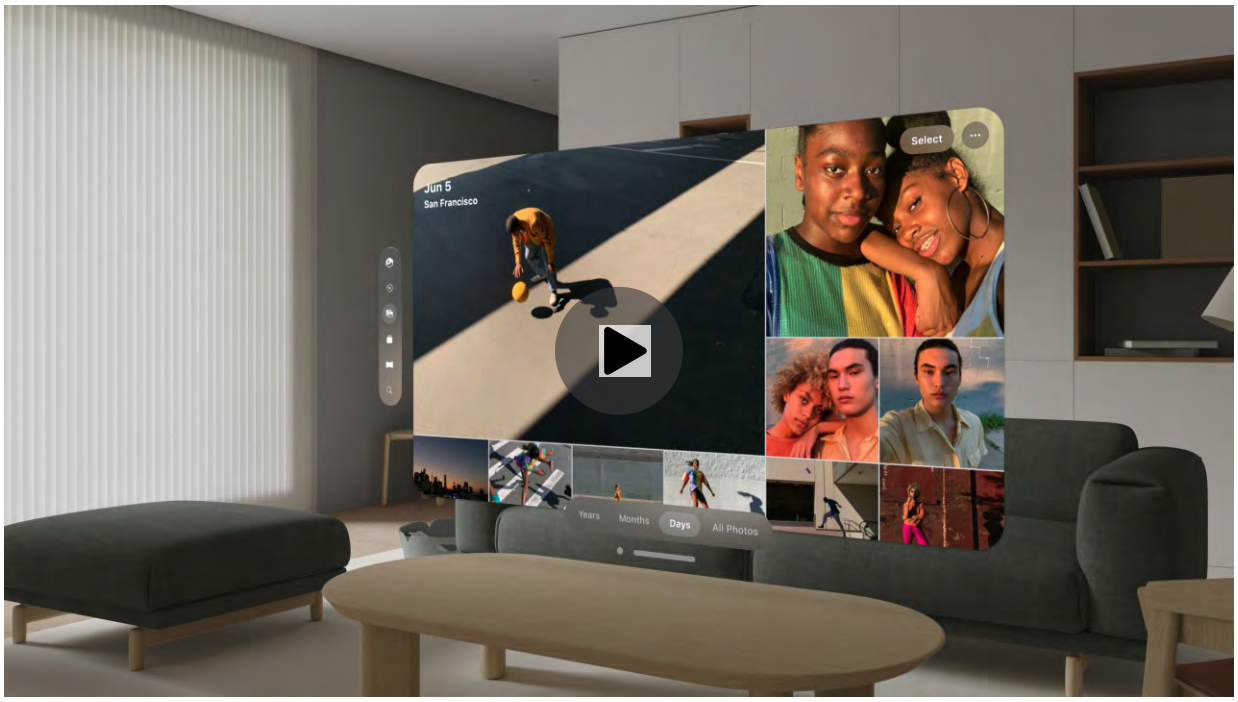
If content in your view isn’t where you want it, you can quickly bring it where you’re looking.

To recenter everything in your view—such as apps, Environments, and interactive experiences—press and hold the Digital Crown.

Move, resize, and close app windows on Apple Vision Pro

You can move app windows where you want them in your view and change their size.

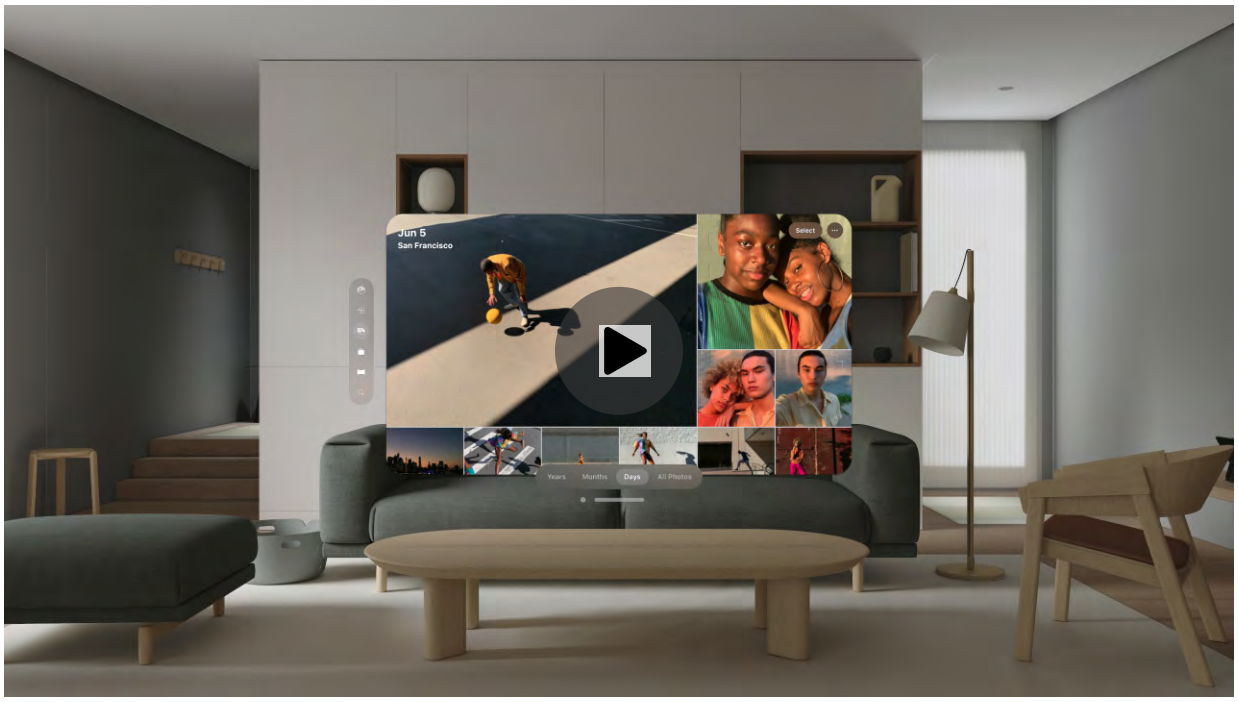
Move an app



Pinch and drag the window bar side-to-side, towards you, or away from you.

Try moving apps closer or farther away from you for the most comfortable visual experience.

Resize an app



Look at the bottom-right or bottom-left corner of the app window, then pinch and drag the resize control.

Close an app

You can close an app and pick up where you left off later. Do any of the following:

- Tap ⊗ below the app (next to the window bar).

  Tip: You can pinch and hold ⊗, then tap “Close [*app*]” to close the current app, or tap “Hide others” to close all other apps.

- Look at an app and say, “Siri, close this.” See Set up and activate Siri on Apple Vision Pro.

Force quit an app

If an app isn’t responding, you can quit it and then reopen it to try and resolve the issue.

1. Simultaneously press and hold the Digital Crown and top button until you see Force Quit Applications.

   Note: Be sure to release the Digital Crown and top button after you see Force Quit Applications, as holding them for too long can force restart Apple Vision Pro. See Learn basic gestures and controls on Apple Vision Pro.

2. Tap the name of the app you want to close, then tap Force Quit.

Use Environments on Apple Vision Pro

Environments let you transform your physical surroundings into a different place—like Yosemite, Mount Hood, or the Moon. You can use Environments while you're using apps like Mail, Safari, and more.

Some apps also have exclusive Environments that are available only when using the app, such as a Conference Room for rehearsing a Keynote presentation.

Tip: You can use Siri with Environments. For example, say, "Siri, take me to the Moon." See Use Siri with Environments.

Choose an Environment

1. In Home View, tap Environments in the tab bar.
2. Tap an Environment (like White Sands or Yosemite), or tap an option like Summer Light or Winter Light to subtly change the look of the room.

   You might see and hear effects in Environments, like rain in Mount Hood. Some of these effects are only available if you don't have apps open.

Change the appearance or volume of your Environment

You can choose whether you want your Environment to be light or dark, or change the volume of the Environment sounds.

Note: These options don't apply to Summer Light, Winter Light, Fall Light, Spring Light, or Morning Light.

Do one of the following:

- *Adjust the immersion:* Turn the Digital Crown.

  Depending on what you're doing, you may need to look at (near the top of your view) while you turn the Digital Crown.

- *Set the appearance:* Open Control Center, tap , then tap Light, Dark, or Automatic.

- *Adjust the volume of Environment sounds:* Open Control Center, tap , then pinch and drag the volume slider.

You can also open Settings , then tap Environments .

Adjust your level of immersion when using Apple Vision Pro

You can adjust how immersed are when you use Apple Vision Pro.

You can also see people when they approach you, even when you're in an immersive experience. See See people around you while you're immersed with Apple Vision Pro.

Adjust your immersion for system Environments

You can adjust the level of immersion for system Environments, like Yosemite and White Sands.

To adjust how much of your surroundings you see, turn the Digital Crown.

Depending on what you're doing, you may need to look at (near the top of your view) while you turn the Digital Crown.

Quickly switch between your surroundings and immersion

Double-click the Digital Crown to see your surroundings. To return to your experience, press the Digital Crown once.

About immersion

- Before using Apple Vision Pro, ensure that the area around you is clear. See Set up your space.
- Apple Vision Pro automatically sets a boundary around you for fully immersive experiences. If you move out from the boundary, the immersive experience gradually fades to reveal your surroundings.

  If you move completely outside the boundary, Apple Vision Pro reveals your space completely. If you return to the original position or recenter your view, the experience returns to the previous immersion level.
- In partially immersive experiences, Apple Vision Pro will gradually reveal your surroundings while you are moving; you can continue to interact with the experience while this occurs. The experience will return to its previous immersion level when you stop moving.

  Always stay aware of your surroundings while moving in a partially immersive experience, as objects around you may be blocked by the experience.
- If you're approaching a wall or moving too quickly (faster than a brisk walk), Apple Vision Pro automatically clears your view and reduces immersion (from any immersion level, not just when you're fully immersed) to reveal your space.

Note: You can't adjust the settings and alerts described above, including the size of the boundary.

See your Mac screen on Apple Vision Pro

Mac Virtual Display lets you view your Mac screen on Apple Vision Pro, and use your Mac keyboard and trackpad to share the pointer between your Mac and Apple Vision Pro.

Both devices must be signed in with the same Apple ID, and your Mac must have macOS Sonoma or later installed.

Connect to your Mac

1. While wearing Apple Vision Pro, look at your Mac (make sure the Mac display is on), then tap Connect.

   If you don't see Connect, you can also open Control Center, tap , tap , then choose your Mac.

2. You can change the size of the Mac screen and move it towards or away from you, just like an app window in visionOS. See Move, resize, and close app windows on Apple Vision Pro.

3. While you're connected, you can use your trackpad with your Mac as your normally would, and can also move the pointer past the edge of the Mac screen until it appears in an open visionOS app (and vice versa).

   You can also continue using gestures to work with your visionOS apps.

4. To disconnect, tap .

What you need to use Mac Virtual Display

- Both devices must be signed in with the same Apple ID using two-factor authentication. Mac Virtual Display does not support Managed Apple IDs.
- Your Mac must have macOS Sonoma or later installed. Make sure your Apple Vision Pro is using the latest version of visionOS.
- Both devices must be within 10 meters (30 feet) of each other and have Bluetooth and Wi-Fi turned on. Neither device can be sharing its internet connection.
- If you want to share the pointer between your macOS and visionOS apps, Handoff must be turned on on both devices. On Apple Vision Pro, go to Settings > General > Handoff. On your Mac, go to System Settings > General > AirDrop & Handoff.

Let others see your view on Apple Vision Pro

You can mirror your view on another screen, such as a compatible TV, so others around you can see what you're doing on Apple Vision Pro.

Share your view

1. Open Control Center, then tap .
2. Tap , then choose a compatible device from the list of available devices.

   Only devices that are connected to the same Wi-Fi network as your Apple Vision Pro appear in the list.

   Your view on Apple Vision Pro is shared on the screen you selected.

Show or hide notifications when you're sharing your view

1. Go to Settings > Notifications > Screen Sharing.
2. Turn Allow Notifications on or off.

Note: Moving your head quickly while sharing your view with others may cause discomfort for others watching on the other screen.

Personalize and adjust system settings

Change notification settings and sounds on Apple Vision Pro

In Settings, choose which apps can send notifications and adjust their notification style.

Change the notification style

You can change how notifications appear. For example, you can group notifications for the same app, hide notifications for an app in Notification Center, or turn off notifications for an app altogether.

1. Go to Settings > Notifications.
2. Tap an app you want to make changes to, then adjust the settings.

   Tip: If you don't want to miss notifications for an app, like Messages, you can change the Banner Style to Persistent, so the notification stays at the top of your view until you interact with it.

To quickly turn off all notifications, turn on Do Not Disturb. See Turn a Focus on or off on Apple Vision Pro. You can also use Focus to hide notifications for certain apps only at certain times. See Set up a Focus or create a custom Focus.

Set the date and time on Apple Vision Pro

By default, the date and time, visible when you open Control Center or open the Clock app, are set automatically based on your location. If you want to change them—for example, when you're traveling—you can adjust them.

1. Go to Settings > General > Date & Time.
2. Turn on any of the following:
   - *Set Automatically:* Apple Vision Pro gets the correct time over the network and updates it for the time zone you're in. Some networks don't support network time, so in some countries or regions, Apple Vision Pro may not be able to automatically determine the local time.

If you turn off Set Automatically, tap Time Zone, then choose an option to use for the date and time.

- *24-Hour Time:* (not available in all countries or regions) Apple Vision Pro displays the hours from 0 to 23.

Change the name of your Apple Vision Pro

You can change the name of your Apple Vision Pro, which is used by iCloud, AirDrop, and more.

1. Go to Settings > General > About > Name.
2. Tap , then enter a new name.

Turn sound effects on or off on Apple Vision Pro

Apple Vision Pro plays sound effects when you interact with the controls (such as when you open an app), but you can turn them off.

1. Go to Settings > Accessibility > Audio & Visual.
2. Turn Sound Effects on or off.

See people around you while you're immersed with Apple Vision Pro

People Awareness detects and shows people in your space, so you can stay connected and aware of who is nearby.

Turn People Awareness on or off

People Awareness is turned on by default when you're using an Environment. If you don't want Apple Vision Pro to automatically reveal people nearby, turn off People Awareness or choose when to show people.

1. Go to Settings > People Awareness.
2. Turn People Awareness on or off.

Choose when to show people

1. Go to Settings > People Awareness.
2. Tap Environments, Environments and Immersive Apps, or Everything.

Apple Vision Pro also reveals some objects in front of you (such as walls) and reveals your surroundings when you're approaching an object too quickly (faster than a brisk walk). You can't adjust these settings or turn them off. Keep in mind that Apple Vision Pro won't detect all objects or obstacles. See Prepare your space before using Apple Vision Pro and About immersion.

Use Apple Vision Pro on an airplane

If you're a passenger on an airplane, turn on Travel Mode to stabilize your content, so you can continue using your Apple Vision Pro.

Important: Never use Apple Vision Pro while operating a moving vehicle, bicycle, heavy machinery, or in any other situations requiring attention to safety.

Turn Travel Mode on or off

- *Turn on Travel Mode:* Open Control Center, tap , then tap .
- *Turn off Travel Mode:* Open Control Center, then tap Turn Off next to Travel Mode.

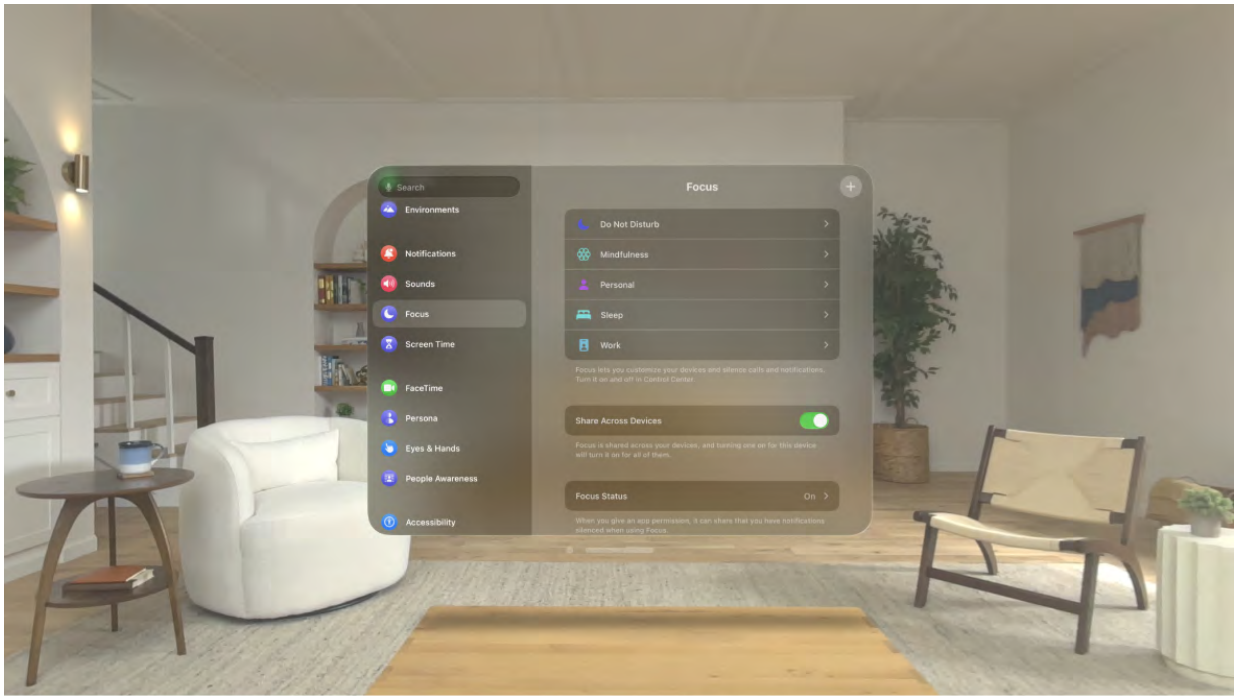
For the best experience

- Remain seated while using Travel Mode. Remove Apple Vision Pro when moving about the cabin.
- While using Travel Mode, avoid looking out windows, which can disrupt your experience.
- Stop using Apple Vision Pro if there is turbulence.
- Remain aware of your surroundings. When using Travel Mode, features that help you see and stay aware of your surroundings—including warnings that you're too close to objects or moving at an unsafe speed—are turned off.
- Travel Mode should never be used while operating a vehicle or heavy machinery.
- Travel Mode is designed solely for passenger use on an airplane. In some situations, Apple Vision Pro may prompt you to turn it on; don't use Travel Mode if you're not on an airplane.
- When Travel Mode is on, you can't make FaceTime calls or capture your Persona.

Be careful not to let the battery fall between the seats on an airplane.

Set up Focus and Do Not Disturb

Set up a Focus on Apple Vision Pro



Focus is a feature that helps you concentrate on a task by minimizing distractions. When you want to concentrate on a specific activity, you can customize one of the provided Focus options—for example, Work, Personal, or Sleep—or create a Custom Focus. Focus can temporarily silence all notifications—or allow only specific notifications (ones that apply to your task, for example)—and let other people and apps know you're busy.

Tip: To quickly silence all notifications, open Control Center, tap , then tap to turn on Do Not Disturb.

Set up a Focus or create a custom Focus

1. Go to Settings > Focus, then tap a Focus—for example, Personal, Sleep, or Work.

   You can also tap +, then tap Custom. Choose a name for your focus and an icon to represent it.

2. Specify which apps and people can send you notifications during your Focus.

   You can also schedule the Focus to turn on when you're at a certain location, at a certain time of day, and so on.

Keep your Focus settings up to date across all your Apple devices

You can use the same Focus settings on all your Apple devices where you're signed in with the same Apple ID.

1. Go to Settings > Focus.
2. Turn on Share Across Devices.

Allow or silence notifications from specific apps or people during a Focus

When you set up a Focus, you can select people and apps you want to receive notifications from. For example, set up a Work Focus and allow only notifications from your coworkers and the apps you use for work.

1. Go to Settings > Focus, then tap a Focus—for example, Do Not Disturb, Personal, Sleep, or Work.
2. Tap Allowed People or Allowed Apps, then select the options you want, such as the following:
   - *Allow apps to send time-sensitive notifications:* Turn on Time Sensitive Notifications.
   - *Don't silence repeated calls:* Turn on Allow repeated calls.
   - *Create a list of allowed or silenced people or apps:* Tap Allow Some People (or Allow Some Apps) or Silence Some People (or Silence Some Apps), then add people or apps to the list.

Share your Focus status

When you turn on a Focus, it limits the notifications you receive from people and apps. When someone outside your allowed notifications tries to contact you, your Focus status appears in Messages, so they know you're busy. Focus status is shared in apps when you have a Focus turned on and after you give an app permission.

1. Go to Settings > Focus > Focus Status.
2. Turn on Share Focus Status, then select the options you want.

Delete a Focus

When you no longer need a Focus you set up, you can delete it.

1. Go to Settings > Focus.
2. Tap the Focus, then tap Delete Focus.

   If you delete a provided Focus, you need to set it up again by going to Settings > Focus, then tapping +.

Turn a Focus on or off on Apple Vision Pro

To use a Focus, you can turn it on in Control Center, or schedule it to turn on automatically.

Tip: To quickly silence all notifications, open Control Center, tap , tap , then turn on Do Not Disturb.

Turn a Focus on or off

1. Open Control Center, tap , pinch and hold , then tap the Focus you want to turn on (for example, Work).

   You can also turn a Focus on or off by going to Settings > Focus.

2. To choose an ending point for the Focus, tap ••• next to the Focus, then select an option (such as “For 1 hour”).

   When a Focus is on, its icon (for example, for Do Not Disturb) appears at the top of Control Center, and your status is automatically displayed in the Messages app. Your friends can see that you’ve silenced notifications, but they can still notify you if something is urgent.

3. To turn off the Focus, tap it again in Control Center.

Schedule a Focus to turn on automatically

You can schedule a Focus to turn on at certain times, when you’re at a particular location, or when you open a specific app.

1. Go to Settings > Focus, then tap the Focus you want to schedule.

2. To have this Focus turn on automatically based on cues like your location or app usage, tap Smart Activation, turn on Smart Activation, then tap the Back button at the top of the window.

3. Tap Add Schedule, then choose when or where you want to activate this Focus.

   Note: If you set up a sleep schedule on iPhone, you can use Sleep Focus on Apple Vision Pro, which follows the same sleep schedule as your iPhone. To add or edit a sleep schedule, open the Health app on iPhone, tap Browse, then tap Sleep.

Refresh content in apps you're not actively using on Apple Vision Pro

Background App Refresh allows content in apps to stay up to date, even when you're not using them. For example, your Mail inbox stays updated, even when you're not actively using Mail. If you prefer to manually refresh apps, you can turn Background App Refresh off for all apps, and for individual apps.

1. Settings > General > Background App Refresh.
2. Turn Background App Refresh on or off, or adjust the options for individual apps.

Set content restrictions in Screen Time on Apple Vision Pro

With Screen Time, you can block inappropriate content, set restrictions for iTunes Store and App Store purchases, and change whether apps can access your photos, calendar, and more. You can change or turn off any of these settings at any time.

Set content and privacy restrictions

1. Go to Settings > Screen Time > Content & Privacy Restrictions.
2. Turn on Content & Privacy Restrictions, then tap options to set content allowances for iTunes Store and App Store purchases, which apps can use your Contacts, and so on.

   You can also set a passcode that's required before changing settings.

Note: If you don't want to allow SharePlay in FaceTime calls, go to Settings > Screen Time > Content & Privacy Restrictions > Allowed Apps, then turn off SharePlay. To allow SharePlay, turn it on.

Choose apps you want to allow at all times

In Screen Time, you can specify apps that can be used at all times (for example, even when you're using Do Not Disturb).

1. Go to Settings > Screen Time > Content & Privacy Restrictions > Allowed Apps.
2. Add or remove apps from the list.

Remove apps from Apple Vision Pro

You can easily remove apps from your Apple Vision Pro. If you change your mind, you can download the apps again later.

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1. Pinch and hold an app.
2. Tap Remove app.

In addition to removing apps you downloaded from the App Store, you can remove the following built-in Apple apps that came with your Apple Vision Pro:

- Encounter Dinosaurs
- Keynote

Let others use your Apple Vision Pro

With Guest User, other people can use your Apple Vision Pro, and you can choose what they can open. Guests complete eye and hand setup when they put on Apple Vision Pro, but eye and hand settings will revert to yours when the Guest User session ends.

Guest users can’t access your Optic ID, passcode, passwords, Apple Pay, EyeSight, and Persona (beta).

Important: Apple Vision Pro is designed to fit and be used by individuals 13 years of age or older.

Start a Guest User session

1. Open Control Center, tap , then tap .
2. Do any of the following:
   - *Allowed Apps:* Choose whether a guest user can access only open apps or all apps.

     Some options may require that you set a passcode. See Set or change the passcode.
   - *Turn on View Mirroring:* If you want to see what a guest user is doing while using your Apple Vision Pro, tap View Mirroring, then choose a compatible device from the list of available devices.

     Only devices that are connected to the same Wi-Fi network as your Apple Vision Pro appear in the list.
3. To start the Guest User session, tap Start, then remove the device and let the guest user put it on. To cancel the session instead, open Control Center, then tap End.

   If Apple Vision Pro is not put on within 5 minutes, the session automatically ends. If you have a passcode, the device also automatically locks.

End a Guest User session

When your guest user is finished using your Apple Vision Pro, they can take off it off to end the session.

They can also open Control Center, tap , tap , then tap End Session.

To use your Apple Vision Pro, guest users may need to adjust the fit, or they may need a different size Light Seal or head band. See Adjust the fit of your Apple Vision Pro and Attach or remove the Apple Vision Pro Light Seal or head band.

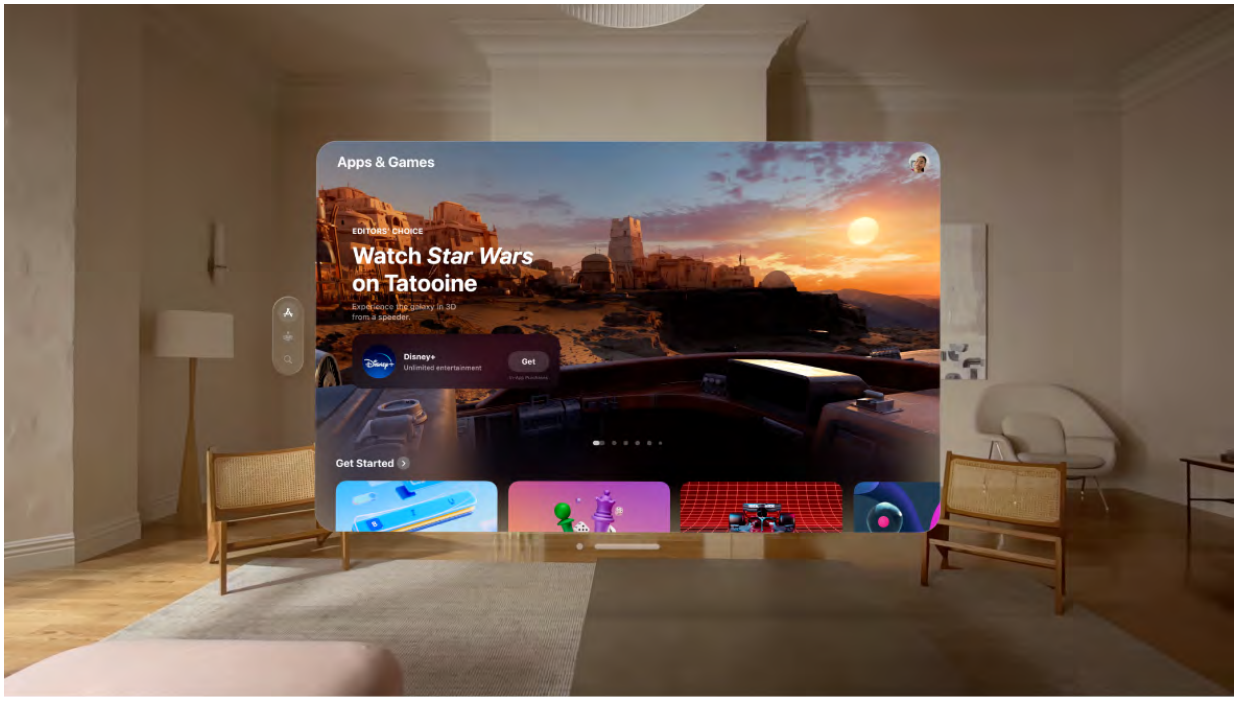
Apps

App Store

Get apps in the App Store on Apple Vision Pro

In the App Store app, you can discover new apps for your Apple Vision Pro, as well as compatible iPad and iPhone apps. You need an internet connection and an Apple ID to use the App Store.

Note: Game Center, Apple Arcade, and Apple One aren't available in all countries or regions. See the Apple Support article Availability of Apple Media Services. The availability of Apple Arcade games across devices varies based on hardware and software compatibility. Some content may not be available in all areas. See the Apple Support article Apple Arcade game availability across devices.



Find apps

Tap any of the following:

- *Apps & Games:* Browse curated new apps and games, and learn more about them with in-depth stories from the editors.
- *Arcade:* Enjoy the curated collection of premium games from Apple Arcade (subscription required) without ads or in-app purchases.

- *Search:* Enter what you're looking for, then tap Search on the keyboard.

  You can tap Apple Vision Apps near the top to see apps made for Apple Vision Pro, or tap iPhone & iPad Apps to see compatible apps.

You can also ask Siri to search the App Store. Say something like: "Siri, search the App Store for photo editing apps." Find out what Siri can do on Apple Vision Pro.

Get more info about an app

Tap an app to see information about it, including the following:

- Screenshots or previews
- Ratings and reviews
- Supported languages
- Game Center and Family Sharing support
- Game Controller supported or required
- Compatibility with other Apple devices
- File size
- Privacy information; see Control access to information in apps on Apple Vision Pro

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Buy and download an app

1. Tap the price. If the app is free, tap Get.

   If you see instead of a price, you already purchased the app, and you can download it again for free.

2. If required, authenticate with Optic ID or your passcode to complete your purchase.

   Note: Downloaded apps are organized automatically and can't be moved. If you download an iPad or iPhone app that's compatible with Apple Vision Pro, it appears alphabetically in the Compatible Apps folder in Home View.

Share an app

1. Tap the app to see its details.
2. Tap , then choose a sharing option.

Redeem or send an Apple Gift Card

1. Tap ⓐ or your picture at the top right.
2. Tap one of the following:
   - Redeem Gift Card or Code
   - Send Gift Card by Email

Subscribe to Apple Arcade on Apple Vision Pro

In the App Store app, you can subscribe to Apple Arcade to enjoy unlimited access to a curated collection of games.

You can subscribe to Apple Arcade or to Apple One, which includes Apple Arcade and other services. See the Apple Support article Bundle Apple subscriptions with Apple One.

Note: Apple Arcade and Apple One aren't available in all countries or regions. See the Apple Support article Availability of Apple Media Services. The availability of Apple Arcade games across devices varies based on hardware and software compatibility. Some content may not be available in all areas. See the Apple Support article Apple Arcade game availability across devices.

Subscribe to Apple Arcade

1. In the App Store, tap Arcade in the tab bar, then tap the subscription button.
2. Review the free trial (if eligible) and subscription details, then follow the instructions.

Share Apple Arcade with family members

When you subscribe to Apple Arcade or Apple One, you can use Family Sharing to share Apple Arcade with up to five other family members. Your family group members don't need to do anything—Apple Arcade is available to them the first time they open the App Store app after your subscription begins.

If you join a family group that subscribes to Apple Arcade or Apple One, and you already subscribe, your subscription isn't renewed on your next billing date; instead, you use the group's subscription. If you join a family group that doesn't subscribe, the group uses your subscription.

Note: To stop sharing Apple Arcade with a family group, you can cancel the subscription, leave the family group, or (if you're the family group organizer), stop using Family Sharing.

Play Apple Arcade games on your Apple devices

If you subscribe to Apple Arcade, you can play and access your game progress on your compatible devices where you're signed in with your Apple ID. (Not all Apple Arcade games are available on Mac and Apple TV.)

See the Apple Support article Access your Apple Arcade gameplay data on all of your devices.

Change or cancel your Apple Arcade subscription

Go to Settings > [*your name*] > Subscriptions, tap Apple Arcade, then follow the instructions.

If you cancel your subscription, you can't play any Apple Arcade games, even if you downloaded them to your device. Delete the apps if you don't want them anymore.

You can resubscribe to play Apple Arcade games again and regain access to your gameplay data. If you wait too long, some of your gameplay data might not be supported after you resubscribe.

Play with friends in Game Center on Apple Vision Pro

In Game Center, you can send friend requests, manage your public profile, earn achievements, compete on leaderboards, and play with friends during a FaceTime call.

Set up your Game Center profile

1. Go to Settings > Game Center, turn on Game Center, then sign in with your Apple ID.
2. Do any of the following:
   - *Choose a nickname:* Tap Nickname, then enter a name or choose one of the suggestions. Your friends see your nickname when you play games together.
   - *Personalize your avatar:* Tap Edit Avatar, then use an existing Memoji, or customize how your initials appear.

Add friends

1. Go to Settings > Game Center > [*your profile*] > Friends.
2. Tap Add Friends, then enter their phone number or Apple ID, or tap ⊕ to invite someone in your Contacts list.
3. Recipients can respond to friend requests in any of the following ways:
   - In Messages, tap the link.
   - In a supported game, tap the Game Center profile picture, tap Friends, then tap Friend Requests.
   - In the App Store, tap ⊙ or your picture at the top right, tap Game Center, then tap Friend Requests.

In your list of friends, tap a friend to see games they recently played and their achievements.

Play games with friends using SharePlay

You can find and download a Game Center multiplayer game in the App Store and play with friends while on a FaceTime call.

During the call, open a supported multiplayer game, tap Start SharePlay, then follow the instructions.

See Use apps, adjust settings, share your view, and more during a FaceTime call on Apple Vision Pro.

Report a user or remove a friend

You can report a user for cheating, an inappropriate picture or nickname, or another problem. You can also remove someone from your Friends list.

1. Go to Settings > Game Center > [*your profile*] > Friends.

2. Tap the friend you want to report or remove, tap ⊙, then choose Report User or Remove Friend.

Set Game Center restrictions

You can set restrictions for multiplayer games, adding friends, private messaging, and more.

1. Go to Settings > Screen Time > Content & Privacy Restrictions, then turn on Content & Privacy Restrictions.
2. Tap Content Restrictions, scroll down to Game Center, then set restrictions.

Manage App Store purchases, subscriptions, settings, and restrictions on Apple Vision Pro

In the App Store app, you can manage subscriptions and review and download purchases made by you or other family members. You can also set restrictions and customize your preferences for the App Store in Settings.

If you share your device with someone else using Guest Mode, they don't have access to your payment method.

Find and download apps purchased by you or family members

1. Tap or your picture at the top right, then tap Purchased.
2. If you set up Family Sharing, tap My Purchases or choose a family member to view their purchases.

   Note: You can see purchases made by family members only if they choose to share their purchases. Purchases made with Family Sharing may not be accessible after the family member leaves the family group.
3. Find the app you want to download (if it's still available in the App Store), then tap .

Change or cancel your App Store subscriptions

1. Tap or your picture at the top right, then tap Subscriptions.

   You may need to sign in with your Apple ID.

2. Choose a subscription, then do any of the following:

   - Change or cancel an existing subscription.
   - Resubscribe to an expired subscription.
   - Share an eligible App Store subscription with other family members in your Family Sharing group.

Change your App Store settings

Go to Settings > Apps > App Store, then do any of the following:

- *Automatically update apps:* Turn on App Updates.
- *Automatically play app preview videos:* Turn on Video Autoplay.
- *Automatically remove unused apps:* Turn on Offload Unused Apps. You can reinstall an app at any time if it's still available in the App Store.

Set content restrictions

1. Go to Settings > Screen Time > Content & Privacy Restrictions > Content Restrictions.
2. Set restrictions, such as age range.

Install and manage fonts on Apple Vision Pro

You can download fonts from the App Store app, then use them in documents you create on Apple Vision Pro.

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1. After you download an app containing fonts from the App Store, open the app to install the fonts.
2. To manage installed fonts, go to Settings > General, then tap Fonts.

Books

Read books and listen to audiobooks on Apple Vision Pro

The Books app is an iPad app that works with Apple Vision Pro. In Books, you can find today's bestsellers, view top charts, or browse lists curated by Apple Books editors. After you select a book or audiobook, you can read or listen to it right in the app.

To see your books, progress, and downloads across your devices where you're signed in with the same Apple ID, go to Settings > [*your name*] > iCloud, turn on iCloud Drive and Books, then adjust any other settings you want.

Tap an item in the sidebar to view your books:

- *Read Now:* Tap to access the books, audiobooks, and PDFs you're currently reading, get personalized suggestions for your next read, find books you've marked as want to read, and more. You can also set daily reading goals and keep track of the books you finish throughout the year.
- *Library:* Tap All to view all of the books, audiobooks, samples, series, and PDFs you either got from the Book Store or manually added to Books. You also see your books sorted into collections, such as Want to Read, Finished, and Downloaded.
- *My Collections:* Organize your books in collections that you create. See Create a collection and add books to it.

Buy books and audiobooks

1. Open the Books app.

   If you don't see the sidebar, tap .

2. Tap Book Store or Audiobook Store to browse titles, or tap Search to look for a specific title, author, series, or genre.

3. Tap a book cover to see more details, read a sample, listen to a preview, or mark as Want to Read.

4. Tap Buy to purchase a title, or tap Get to download a free title.

   All purchases are made with the payment method associated with your Apple ID.

Read a book

Tap a book's cover, then do any of the following to navigate the book or change the appearance:

- *Turn the page or go back to the previous page:* Tap the right or left page margin.

  You can also swipe right to left, or left to right.

- *Go to a previous reading location:* Tap the page, then tap the rounded arrow in the top-left corner of the page. Tap the rounded arrow again, but in the top-right corner, to go back to your current location.

- *Go to a specific page or location:* Tap , tap Search Book, enter a word, phrase, or page number, then tap a result.

- *Use the table of contents:* Tap , then tap Contents.

  Tip: To quickly move through a book, pinch and hold Contents, then drag your fingers left or right; release your fingers to go directly to that location in the book.

- *Bookmark a page:* Tap , then tap .

  To see all your bookmarks, tap Bookmarks & Highlights, then tap Bookmarks.

- *Change the text and page appearance:* Tap , tap Themes & Settings, then make changes to font and text size, page background color, and more. You can also turn on vertical scrolling.

- *Highlight, add a note, or share a text selection or book link:* Select a word or phrase to share, then tap Highlight, Add Note, or Share.

  To share your highlights and notes, tap any page, tap , tap Bookmarks & Highlights, then tap Highlights. Tap the highlight or note that you want to share to jump to it, tap it again on the page, then tap Share.

- *Close a book:* Tap the page, then tap in the top-right corner.

When you finish a book, personalized recommendations appear to help you discover your next read.

Note: You can change which side of the screen the menu button appears on. Go to Settings > Apps > Books, then choose Left or Right below Reading Menu Position.

Play an audiobook

1. If you don't see the sidebar, tap .

2. Tap Audiobooks, then tap the audiobook cover to play it.

   While the audiobook is playing, use the audio player controls to skip forward or back, adjust the volume and play speed, set a sleep timer, and more

   Tip: If the audiobook contains a supplemental PDF, tap ••• below the audiobook cover in your library, then tap View Included PDF

Set reading goals in Books on Apple Vision Pro

The Books app helps you keep track of how many minutes you read every day, and how many books and audiobooks you finish each year. You can customize your goals to spend more time reading, set new reading streaks, and share your achievements with friends.

To turn off reading goals, go to Settings > Apps > Books.

Change your daily reading goal

You can adjust your daily reading goal depending on how many minutes you want to read per day. If you don't customize your daily reading goal, it's set to five minutes per day.

1. If you don't see the sidebar, tap .
2. Tap Read Now, then scroll down to Reading Goals.
3. Tap Today's Reading, then tap Adjust Goal.
4. Slide the counter up or down to set the minutes per day that you want to read.

When you reach your daily reading goal, you receive a notification from Books; tap it to get more details about your achievement, or send your achievement to friends.

To make sure you receive a notification when you reach your daily reading goal, go to Settings > Notifications > Books, then turn on Allow Notifications.

Note: To count PDFs toward your reading goal, go to Settings > Books, then turn on Include PDFs.

Change your yearly reading goal

After you finish reading a book or audiobook in Books, the Books Read This Year collection appears below Reading Goals. The default yearly reading goal is three books per year, but you can increase or decrease your goal depending on how many books you want to finish.

1. If you don't see the sidebar, tap .
2. Tap Read Now, then scroll down to Books Read This Year.
3. Tap a placeholder square, or a book cover, then tap Adjust Goal.
4. Slide the counter up or down to set the books per year that you want to read.

When you reach your yearly reading goal, you receive a notification from Books; tap it to get more details about your achievement, or send your achievement to friends.

See your reading streaks and records

Books lets you know how many days in a row you reach your daily reading goal and notifies you when you set a record.

To view your current reading streak and record, tap the Read Now tab, then swipe down to Reading Goals.

Turn on coaching

You can turn on coaching to receive encouragement and nudges to help you reach your reading goals.

1. Tap your account icon in the top-right corner.
2. Tap Notifications, then turn on Coaching (green is on).

Turn off reading goals notifications

You can stop receiving notifications when you achieve a reading goal or set a reading streak.

1. If you don't see the sidebar, tap ⊡.
2. Tap Read Now, then tap your account icon in the top-right corner.
3. Tap Notifications, then turn off Goal Completion.

To clear your reading data, such as time spent reading and reading streaks, go to Settings ⚙ > Books > then tap Clear Reading Goals Data

Organize books in the Books app on Apple Vision Pro

In the Books app 📖, the books and audiobooks you purchase are saved in your library and automatically sorted into collections, such as Audiobooks, Want to Read, and Finished.

Create a collection and add books to it

You can create your own collections to personalize your library.

1. If you don't see the sidebar, tap ⊡.
2. Tap New Collection.
3. Name the collection—for example, *Beach Reads* or *Book Club*—then tap Done.

To add a book in your library or the Book Store to a collection, tap ••• below the book cover, tap Add to Collection, then tap the collection.

You can add the same book to multiple collections.

Sort books in your library or a collection

Choose how the books in your library are sorted and appear.

1. If you don't see the sidebar, tap .
2. Tap All or a collection.
3. Tap , then choose Recent, Title, Author, or Manually.

   If you choose Manually, pinch and hold a book cover, then drag it to the position you want

Tip: Tap to view books by title or cover.

Remove books, audiobooks, and PDFs

You can remove books, audiobooks, and PDFs from Read Now and your library collections, or hide them on Apple Vision Pro.

1. If you don't see the sidebar, tap .
2. Tap a section below Library or a collection below My Collections.
3. Tap Edit, then tap the items you want to remove.
4. Tap and select an option.

To unhide books and audiobooks that you have hidden, tap Read Now, tap your account icon, then tap Manage Hidden Purchases.

To redownload books you have already purchased, see the Apple Support article Redownload books and audiobooks.

Read PDF documents in Books on Apple Vision Pro

In the Books app , you can open and save PDFs that you receive in Mail, Messages, and other apps.

Open PDFs in Books

Tap the PDF attachment to open it, tap , then tap Books.

Share or print a PDF document

Open the PDF document, tap , then choose a share option such as AirDrop, Mail, or Messages, or tap Print.

See the Apple Support article About AirPrint.

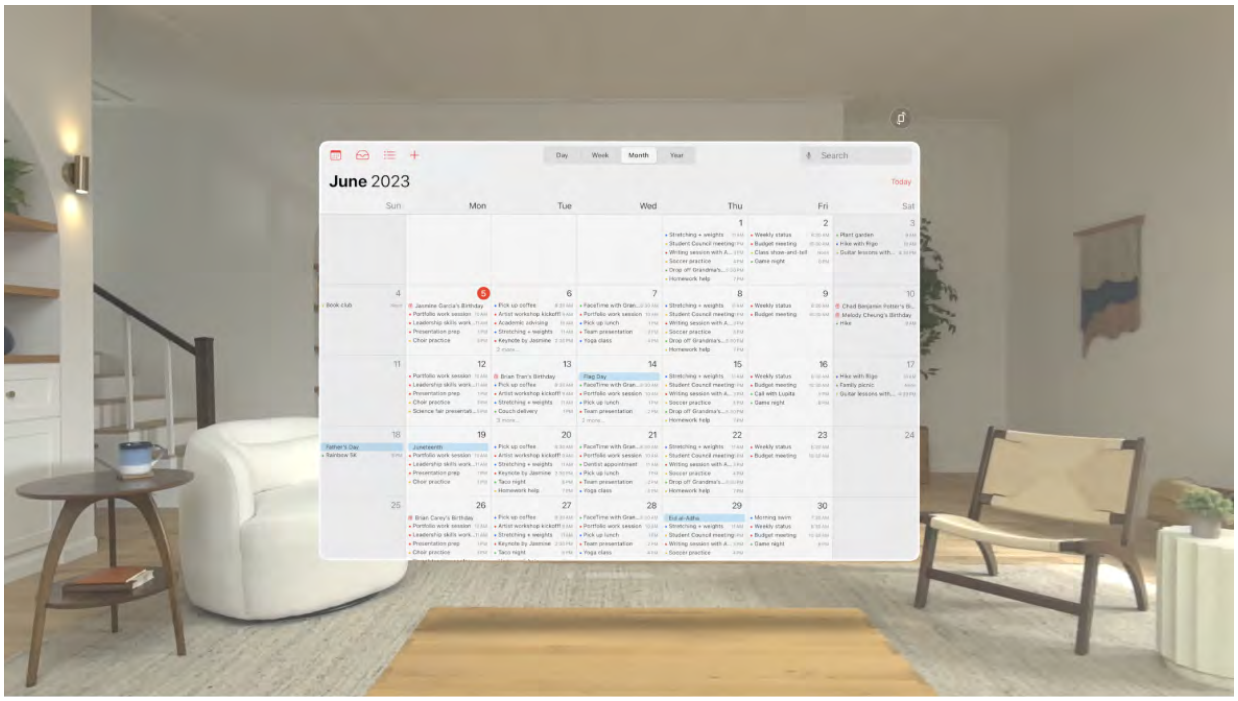
Mark up a PDF

Open the PDF and tap Ⓐ to use the drawing and annotation tools (tap near the center of a page if you don't see Ⓐ).

Calendar

Set up calendars on Apple Vision Pro

The Calendar app is an iPad app that works with Apple Vision Pro. In Calendar, you can keep track of all your events in one calendar, or create additional calendars to keep different types of events separate—like family and work.



Set up calendars and alerts

1. Tap at the top left, then tap Add Calendar at the bottom of the screen.
2. Do one of the following:
   - *Create an iCloud calendar:* Tap Add Calendar, enter a name for the calendar, then choose a color for it.
   - *Subscribe to an external read-only calendar:* Tap Add Subscription Calendar, enter the URL of the .ics file you want to subscribe to (and any other required server information), then tap Subscribe.
   - *Add a Holiday calendar:* Tap Add Holiday Calendar, tap the holiday calendar you want to subscribe to, then tap Add.
3. Select the calendars you want to view in the sidebar, such as Birthdays, US Holidays, and Work.
4. Tap ⓘ next to a calendar, then change the calendar color or set alerts for the calendar.

   For some calendar accounts, such as Google, the color is set by the server.

You can also subscribe to an iCalendar (.ics) calendar by tapping a link to it.

To unsubscribe from a calendar, tap ⓘ next to the calendar, then tap Unsubscribe.

Set a default calendar

You can set one of your calendars as the default calendar. When you add an event using Siri or other apps, it's added to your default calendar.

1. Go to Settings > Apps > Calendar > Default Calendar.
2. Select the calendar you want to use as your default calendar.

Set up iCloud, Google, Exchange, or Yahoo calendar accounts

1. Go to Settings > Apps > Calendar > Accounts > Add Account.
2. Tap a mail service, or tap Other to add a CalDAV account or add a calendar subscription.

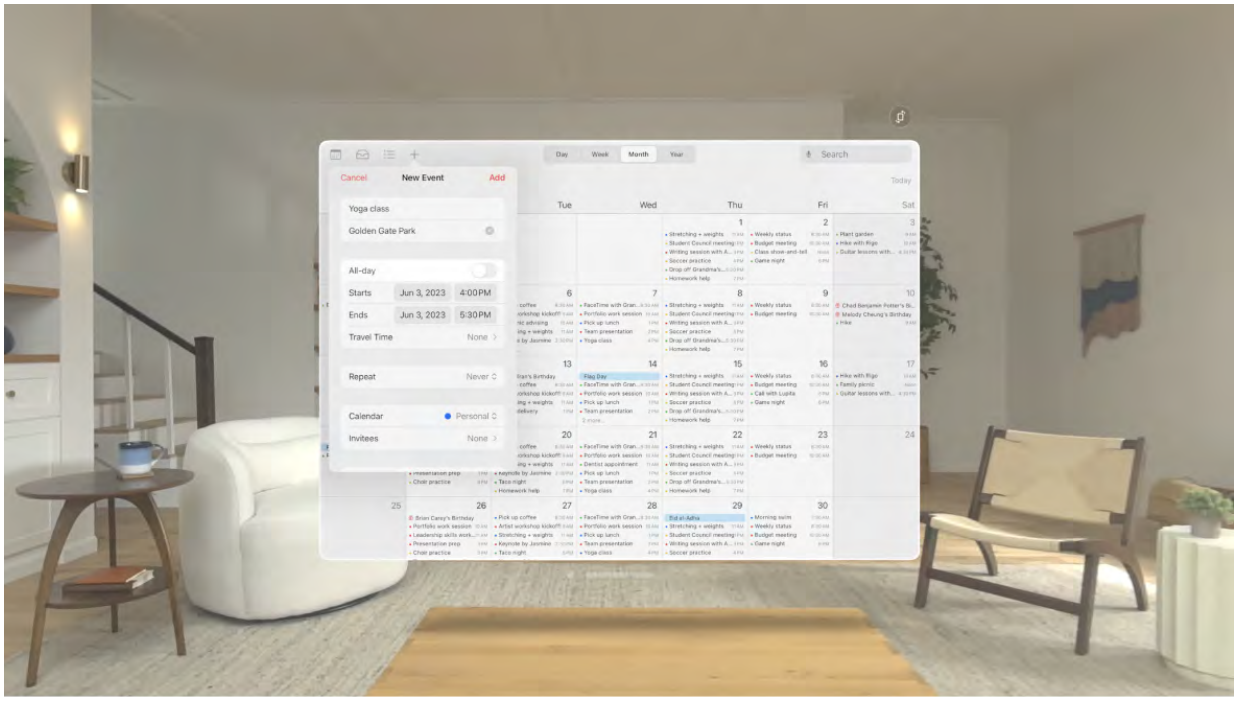
Create events in Calendar on Apple Vision Pro

Use the Calendar app to create and edit events and appointments, and send meeting and event invitations. (Not all calendar servers support every feature.)

Before you can invite people to events you've scheduled, you need at least one Calendar account turned on. To check, go to Settings > Apps > Calendar > Accounts, then select an account. See Set up calendars on Apple Vision Pro.

Ask Siri. Say something like: "Set up a meeting with Gordon at 9."

Add an event or send an invite



1. In Day view, tap + at the top of the window.
2. Enter the title of the event.
3. Tap Location or Video Call, then enter a physical location or tap FaceTime to enter a video link for a remote event.

   You can also copy a FaceTime link you created or received and paste it in the Location field. See Create a link to a FaceTime call.
4. Enter the start and end times for the event, an alert to be reminded of an event, attachments, and so on.

   If you want to add an event without having the timeframe appear as busy to others who send you invitations, tap Show As, then tap Free.
5. To invite others to the event, enter a name or email address, or tap + to browse your contacts.

If you don't want to be notified when someone declines a meeting, go to Settings > Apps > Calendar, then turn off Show Invitee Declines.

Note: With Microsoft Exchange and some other exchange servers, you can invite people to an event even if you're not the one who scheduled it.

Edit or delete an event

- Tap an event to edit the event details, move it to another calendar, or delete it.
- Pinch and hold an event to copy it. To paste it, tap +, then choose the option from your clipboard.

  You can also pinch and hold an existing event, then tap Paste to paste it near that event.

Quickly email attendees

You can email all attendees of an event—for example, to share event details.

1. Tap an event that has attendees.
2. Tap Invitees, then tap ✉.

Tip: Siri can suggest events found in Mail, Messages, and Safari—such as flight reservations and hotel bookings—so you can add them easily in Calendar. To get started, go to Settings > Apps > Calendar > Siri & Search.

Reply to invitations in Calendar on Apple Vision Pro

Reply to meeting and event notifications you've received in the Calendar app 5.

Reply to an invitation

Tap, tap an invitation, then tap your response—Accept, Maybe, or Decline.

You can add comments to your response, which are only seen by the event organizer.

Suggest a different time

Tap the meeting in your calendar, then tap Propose New Time.

To respond to an invitation you receive by email, tap the underlined text in the email, then tap Show in Calendar.

To see events you declined, tap, then turn on Show Declined Events.

Share iCloud calendars on Apple Vision Pro

In the Calendar app, you can share an iCloud calendar with other iCloud users. When you share a calendar, others can see it, and you can let them add or change events. You can also share a read-only version that anyone can view but not change.

Share an iCloud or read only calendar

You can choose to share a calendar with one or more people in iCloud. Those you invite receive an invitation to join the calendar.

1. Tap at the top left.
2. Tap next to the iCloud calendar you want to share, then do any of the following:.
   - *Share a calendar so others can edit it:* Tap Add Person, then enter a name or email address, or tap to browse your Contacts.
   - *Share a read-only calendar:* Turn on Public Calendar, then tap Share Link to copy or send the URL for your calendar.

     Anyone you send the URL to can use it to subscribe to the calendar using a compatible app, such as Calendar for macOS.

Change a person's access to a shared calendar

After you invite a person to share your calendar, you can change whether they're allowed to edit the calendar, or stop sharing the calendar with that person.

1. Tap , tap next to the shared calendar, then tap the person.
2. Turn Allow Editing on or off, or tap Stop Sharing.

Change calendar settings and search for events in Calendar on Apple Vision Pro

In the Calendar app, you can view one day, a week, a month, or a year at a time, or view a list of upcoming events. You can choose which day of the week Calendar starts with, display week numbers, choose alternate calendars (for example, to display Chinese or Hebrew dates), override the automatic time zone, and more.

To change your view of Calendar, do any of the following:

Change your view

- *Zoom in or out:* Tap Day, Week, Month, or Year at the top of the window to zoom in or out on your calendar. In Week or Day view, you can also pinch and hold, then move your hands to zoom in or out.
- *View upcoming events:* Tap to view upcoming events as a list.

Customize calendar notifications

1. Go to Settings > Notifications > Calendar.
2. Turn on Allow Notifications, then choose how and where you want the notifications to appear—for example, in Notification Center, with an alert sound, and so on.

   You can also tap Customize Notifications and choose options for each type of event, including in shared calendars.

Keep your calendar up to date across your devices

You can use iCloud to keep your Calendar information up to date on all your devices where you're signed in with the same Apple ID.

Go to Settings > [*your name*] > iCloud, then turn on Calendars.

Search for events

Tap , then enter the text you want to find, like title, invitees, or location.

Ask Siri. Say something like: "What's on my calendar for Friday?"

Capture and view spatial photos and videos on Apple Vision Pro

You can capture 3D spatial photos and videos in the Capture app on Apple Vision Pro. Spatial photos and videos take you back to a moment in time, like a celebration with friends or a special family gathering, so it feels like you're there again. You can view all your spatial photos and videos together in the Photos app .

Take a spatial photo or video

1. Press the top button to open the Capture app.
2. To choose whether you want to take a spatial photo or video, tap Photo or Video at the bottom.
3. Press the top button to take a spatial photo or start recording a spatial video.

   To stop recording, press the top button again, or tap ⏹.

Best practices for capturing spatial photos and video

- Try to keep your head still while recording spatial video.

  A crosshair appears in the center of your view while recording spatial video. If you move too much, the crosshair appears to move outside a circle. Keep the crosshair inside the circle for the most comfortable viewing experience (videos with excess motion display an alert when you tap ⓘ to view them).

- Before beginning a recording, a level appears through the shutter button if you tilt your head. You can use this as a guide to help make your photos and videos more level.
- Avoid capturing photo or video with subjects that are very close to you.

View your spatial captures

1. *See a spatial photo or video you just captured:* In the Capture app, tap the thumbnail image in the lower-left corner.
2. *See all your spatial photos and videos:* Open the Photos app, then tap Spatial in the tab bar. See View photos and videos in the Photos app on Apple Vision Pro.

To view a spatial photo or video in Immersive view, tap .

Share a spatial capture

Open Photos, find a spatial photo or video you want to share, tap , tap , then select an option such as AirDrop, Mail, or Messages.

Spatial photos and videos look 3D on Apple Vision Pro, and appear 2D on other devices. If you take spatial videos on iPhone 15 Pro or Pro Max, you can share them with people who have Apple Vision Pro to view on their device.

Use the Clock app on Apple Vision Pro

The Clock app is an iPad app that works with Apple Vision Pro. Use the Clock app to see the local time in cities around the world, set alarms, and use a stopwatch or timer.

See the time in cities worldwide

- To see the time in other cities, tap World Clock, tap +, then enter a city.

To manage your list of cities, tap Edit.

Ask Siri. Say something like: “What time is it?” or “What time is it in London?” Find out what Siri can do on Apple Vision Pro.

Set an alarm

1. Tap Alarms, then tap ＋.
2. Set the time, then choose options like when to repeat the alarm, the sound you want to play, and whether or not you can snooze when the alarm goes off.
3. Tap Save.

   If you need to change the alarm, tap the alarm time.

To turn off an alarm, tap the To delete an alarm, tap Edit at the top left, tap ⛔, then tap Done.

Ask Siri. Say something like: “Set an alarm for 7 a.m.” Find out what Siri can do on Apple Vision Pro.

Track time with the stopwatch

1. Tap Stopwatch, then tap Start.
2. Tap Lap to record a lap or split, or tap Stop to record the final time.
3. Tap Reset to clear the stopwatch.

Set timers

1. Tap Timer.
2. Set the duration and a sound to play when the timer ends, then tap Start. You can have multiple timers running at once; just tap + to add another

   You can also tap a Recent timer at the bottom to start it again.

   Ask Siri. Say something like: “Set a timer for 30 minutes” or “Stop the timer.” Find out what Siri can do on Apple Vision Pro.

Alarms, stopwatches, and timers continue even if you close the Clock app.

Explore Encounter Dinosaurs on Apple Vision Pro

Encounter Dinosaurs is an interactive experience on Apple Vision Pro that lets you come face-to-face with dinosaurs.

Ways to explore

To get started, open Encounter Dinosaurs, then tap Start.

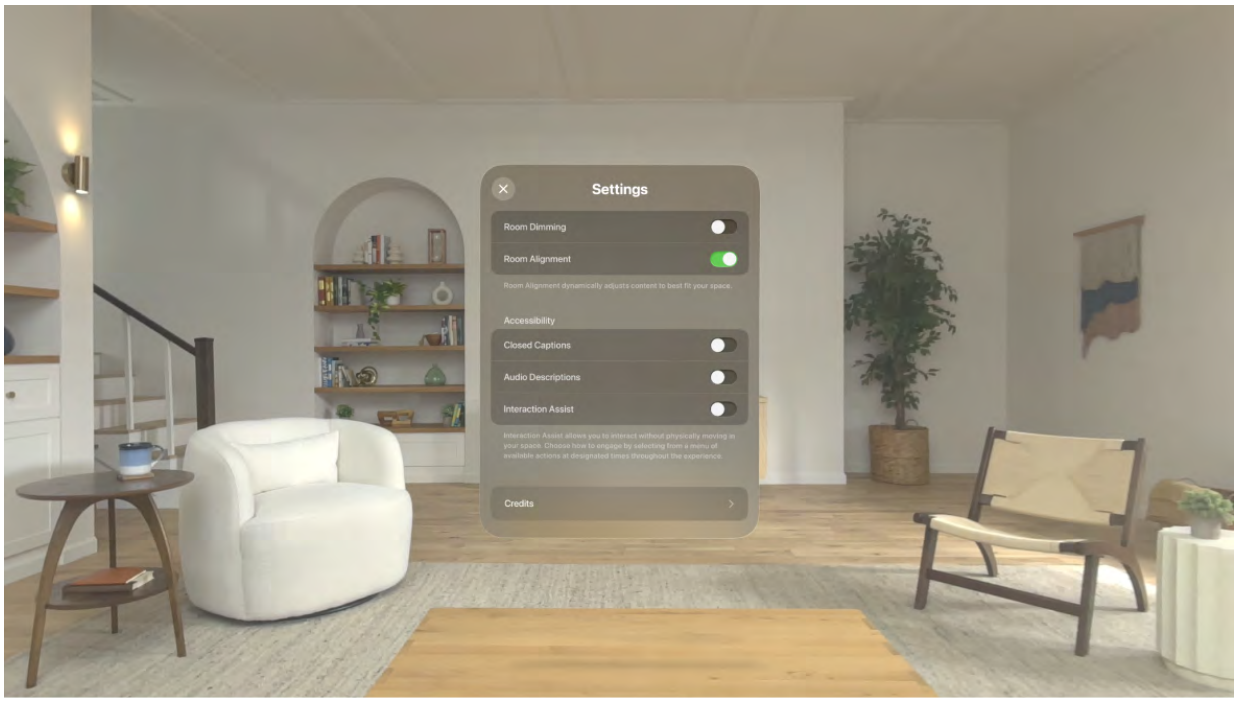
As you go through the experience, here are a few ways you can explore:

- Try to touch or interact with different creatures. They may respond differently based on how you interact with them.

- If you move around during the experience, you may notice that the creatures' eyes will follow your movements.
- Try the experience multiple times, as your actions can lead to different endings.
- If you turned on Interaction Assist, tap actions in the menu that appears to choose how to interact with creatures at certain times in the experience. See Adjust settings.

During the experience, Apple Vision Pro gradually reveals your surroundings while you are moving; you can continue to interact with the experience while this occurs. The experience will return to its previous immersion level when you stop moving. Always stay aware of your surroundings while moving in the experience, as objects around you may be blocked by the experience. See Prepare your space before using Apple Vision Pro and About immersion.

Adjust settings



Before you get started, you can adjust the settings for your experience.

Tap ⚙, then turn on the settings you want:

- *Room Dimming:* Dim your room around the content.
- *Room Alignment:* Allow content to automatically adjust to best fit your space.
- *Audio Descriptions:* Use audio to describe what's happening in the experience.
- *Closed Captions:* Show captions to describe what's happening in the experience.
- *Interaction Assist:* Lets you choose from a list of actions throughout the experience, rather than moving around your space.

FaceTime

Make or receive a FaceTime call on Apple Vision Pro

On Apple Vision Pro, you can start FaceTime calls from People View.

Start a FaceTime call

1. In Home View, tap People in the tab bar, then tap .

   You can also tap a contact in People View.

2. Type the name, number, or email address you want to call. You can call multiple people at once.

3. Tap FaceTime to make a video call or Audio to make an audio call (not available in all countries or regions).

Receive a FaceTime call

When you see at the top of your view, tap to select it, then tap Join.

You can also tap Join under the contact in People View.

To reject the call, tap Dismiss.

Create a link to a FaceTime call

You can create a link to a FaceTime call and send it to one person or a group, then they can use it to join or start a call.

1. Tap ⊕, then tap Create Link.
2. Choose an option for sending the link (for example, Mail or Messages), or tap Copy.

   You can also add a name to the link, such as the name of a meeting or event.

In the Calendar app, you can schedule a remote video meeting by inserting FaceTime as the location of the meeting. See Add an event or send an invite.

Note: You can use a link to invite anyone to join you in a FaceTime call, even people who don't have an Apple device. They can join you in one-on-one and Group FaceTime calls from their browser—no login is necessary. (They need the latest version of either Chrome or Edge. Sending video requires H.264 video encoding support.)

Start a FaceTime call from Messages

You can start a FaceTime call with someone right from a conversation in Messages.

Tap at the top right of the Messages conversation, then tap FaceTime Video or FaceTime Audio.

Leave or end a FaceTime call on Apple Vision Pro

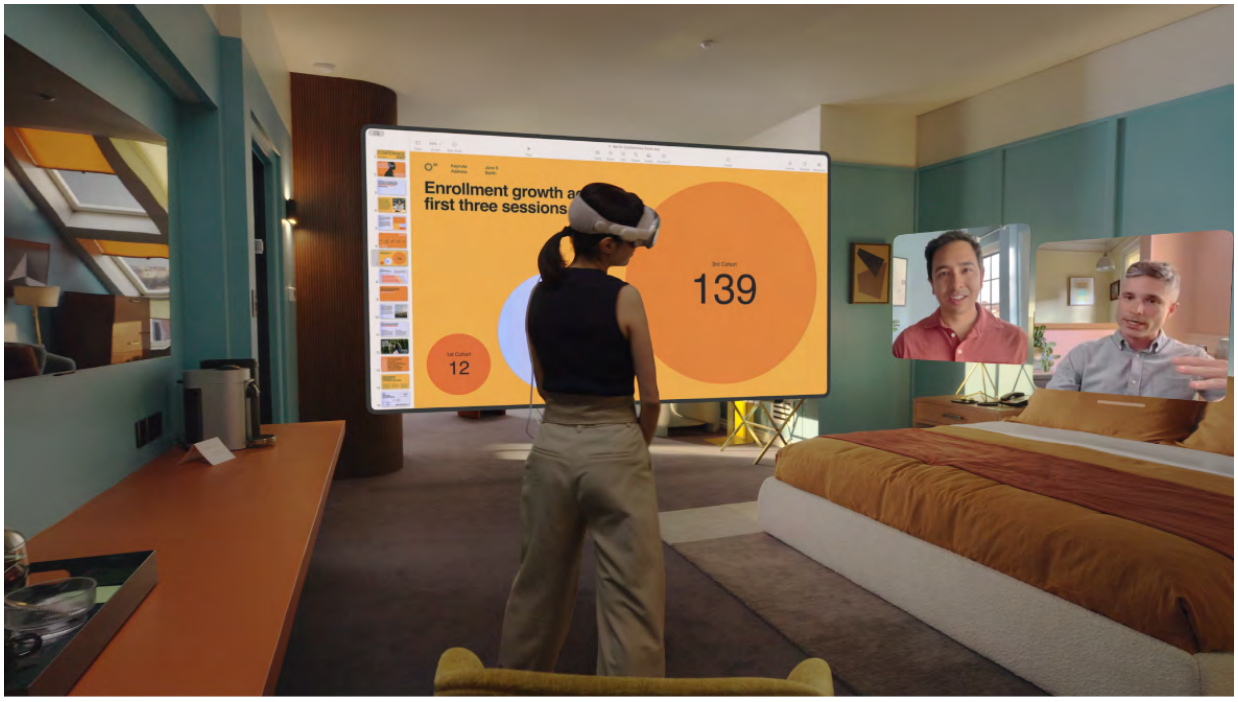
Do one of the following:

- Tap the FaceTime window, then tap ✕.
- Open Control Center, then tap ✕.

If there is only one other person on the call, the call ends for everyone. If the call was a group call, the call continues for other participants.

Use apps, adjust settings, share your view, and more during a FaceTime call on Apple Vision Pro

During a FaceTime call on Apple Vision Pro, you can move the FaceTime window and make it larger or smaller as you would with app windows in visionOS. You can also work in apps, adjust audio and video settings, share your view, and more.



Use other apps

During a FaceTime call, you can continue working in your apps. Apps you aren't sharing with people in the call have a label at the top of the window that says "Not Shared."

If you want others to be able to follow along with what you're doing, you can share your view. See Share your view or a window.

Use Siri during a call

When you use Siri during a call, others on the call will hear your request, but won't hear Siri's response.

To share a window with others on the call, look at the app and say something like, "Siri, share this."

Turn audio or your Persona (beta) on or off

- *Show or hide your Persona during a call:* Tap .
- *Mute yourself:* Tap . Tap again to unmute.

You may have to tap the FaceTime call to see the controls.

Share your view or a window

If you want others to be able to see what you're doing, you can share your view or a window in your view.

- *Share your entire view:* Tap .

Note: Others on the call will see your entire view, including your Environment or your physical surroundings. Choose an Environment if you don't want them to see the room you're in. See Use Environments on Apple Vision Pro.

- *Share a window:* Tap Not Shared above the window, then tap Share My Entire Window.

  The window isn't affected by your head movement for others on the call, so this option is ideal for sharing documents like presentations and notes.

If someone you're talking to on your Apple Vision Pro shares the view from their Apple Vision Pro or their screen on another device (like iPhone), it opens another window that you can move and resize.

Add more people

1. Tap the name, number, or email of the person you're talking to at the bottom of the FaceTime window.

   If you don't see the call controls, tap the FaceTime window.

2. Tap Add People, then choose a contact or enter someone's contact information.

3. Tap Invite.

Send a message to people on the call

1. Tap the name, number, or email of the person or group you're talking to at the bottom of the FaceTime window.

   If you don't see the call controls, tap the FaceTime window.

2. Tap Info, then tap Message.

You can also use SharePlay to stream TV shows, movies, and music in sync with friends and family while on a FaceTime call together. See Use SharePlay in FaceTime calls on Apple Vision Pro

See other people's Personas (beta) in your space on Apple Vision Pro

During a FaceTime call with others who have Apple Vision Pro, you can see each other's Personas (beta) in a shared space, so it feels like you're together.

Start a spatial FaceTime session

During a FaceTime call, tap in the controls. Make sure everyone on the call taps .

This option is available if others on the call have captured their Persona on Apple Vision Pro.

During the call

- You and other participants can see each other's Personas move around in space. Each person's Persona appears in the same position in space for everyone on the call.
- If you recenter your view during the call, other Personas in your space also recenter, and your Persona moves in the other participants' space.

Use SharePlay in FaceTime calls on Apple Vision Pro

With SharePlay on Apple Vision Pro, you can stream TV shows, movies, and music in sync with friends and family while on a FaceTime call together. Enjoy a real-time connection with others on the call—with synced playback and shared controls, you see and hear the same moments at the same time. With smart volume, media audio is adjusted dynamically, so you can continue to chat while watching or listening. You can also play supported multiplayer games in Game Center with friends during a FaceTime call.

To see which apps can be used for SharePlay during a call, tap the Share Content button, then scroll through the apps below Apps for SharePlay.

Note: Some apps that support SharePlay require a subscription. To watch a movie or TV show together, every participant needs to have access to the content on their own device, through either a subscription or purchase, on a device that meets the minimum system requirements. SharePlay may not support the sharing of some movies or TV shows across different countries or regions. FaceTime, some FaceTime features, and other Apple services may not be available in all countries or regions.

Watch video or listen to music together during a FaceTime call

You can watch movies and TV shows, or listen to an album or favorite playlist, during a FaceTime call with your friends and family.

1. Start a FaceTime call.
2. Open Home View, then open a streaming app that supports SharePlay (for example, the Apple TV or Apple Music app).
3. Select a show or movie you want to watch or listen to, tap the Play button, then select Play for Everyone (if it appears) to begin watching with everyone on the call. (Others on the call may have to tap Join SharePlay to see the video.)

   For everyone on the call who has access to the content, the video starts playing at the same time. People who don't have access are asked to get access (through a subscription, a transaction, or a free trial, if available).

Each person using SharePlay can use the playback controls to play, pause, rewind, or fast-forward. (Settings like closed captioning and volume are controlled separately by each person.) If you're listening to music, anyone using SharePlay can add songs to the shared queue.

You can keep watching the video while using another app—order food, check your email, or jump into the Messages app and discuss the video by text with no interruptions to the sound of the movie or TV show.

Start a FaceTime call from a music or video app

You can start a FaceTime call in the Apple TV or Apple Music app (or other supported video or music app) while you're browsing or watching video content, and share the item in sync with others using SharePlay. Everyone on the call needs to have the same type of access to the content on their own device, through either a subscription or purchase.

1. In the Apple TV or Apple Music app (or other supported video or music app), tap a show, movie, or song you want to share, then do one of the following:

   - *Music:* In the Apple Music app (or other supported music app), tap a song or album you want to share, tap •••, tap Share, then tap SharePlay.

   - *Show or movie:* Pinch and hold a show or movie you want to share, tap Share, then tap SharePlay.

     Depending on what you're sharing, you may also have options to share the show or share a specific episode.

2. In the To field, enter the contacts you want to share with, then tap FaceTime.

3. When the FaceTime call connects, tap Start or Play to begin using SharePlay.

   To begin viewing, recipients tap Open.

Play games in Game Center with friends during a FaceTime call

You can play supported multiplayer games with friends in Game Center on a FaceTime call. You must first Set up your Game Center profile in Settings, add friends, then find and download a supported multiplayer game for Game Center in the App Store.

During a FaceTime call, open the game, tap Start SharePlay, then follow the instructions.

See Play with friends in Game Center on Apple Vision Pro.

Hand off a FaceTime call to another device

During a FaceTime call, you can move the call to another device—such as your Mac or iPhone—where you're signed in with the same Apple ID. If the call was started on another device, you can also move it to Apple Vision Pro.

Note: Your selected contact information for the call, shown in Settings > FaceTime (below You Can Be Reached By FaceTime At), must match the selected contact information in Settings > FaceTime on the device you want to hand off to.

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1. Make sure your other device is turned on.
2. Do one of the following on the other device:
   - Tap the notification with the suggestion "Move call to this [*device*]."
   - Tap or click at the top of the screen or view.

     If you are moving a call to Apple Vision Pro, tap the FaceTime notification at the top of your view.
3. Make sure the camera, microphone, and audio settings are the ones you want, then tap Switch or Join.

   The call moves to the new device. On the original device, a banner appears confirming that the call was continued elsewhere, along with the Switch button, which you can tap if you want to bring the call back.

Note: Apple Vision Pro doesn't support cellular calls from your iPhone, even if they're connected to the same Wi-Fi network. You can still answer these calls on your other Apple devices, like Mac or iPad.

Block unwanted callers on Apple Vision Pro

You can block FaceTime calls from unwanted callers.

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1. In Home View, tap People in the tab bar.
2. Tap the name, phone number, or email address of the contact you want to block, tap •••, tap Info, then tap Info again,
3. Scroll down, tap Block this Caller, then tap Block Contact.

Files

Connect external devices or servers with Files on Apple Vision Pro

You can use the Files app to access files stored on file servers and other cloud storage providers, like Box and Dropbox.

Connect to a computer or file server

1. Open the Files app.
2. Tap in the top left-corner.
3. Tap Connect to Server.
4. Enter a local hostname or a network address, then tap Connect.

   Tip: After you connect to a computer or file server, it appears in the Recent Servers list on the Connect to Server screen. To connect to a recent server, tap its name.

5. Select how you want to connect:
   - *Guest:* You can connect as a Guest user if the shared computer permits guest access.
   - *Registered User:* If you select Registered User, enter your user name and password.
6. Tap Next, then select the server volume or shared folder in the sidebar.

To disconnect from the file server, tap the server in the sidebar, then tap next to it.

For information on how to set up your Mac to share files, see Set up file sharing on Mac in the macOS User Guide.

Add a cloud storage service

1. Download a cloud storage app from the App Store, then open the app and follow the instructions.
2. Open the Files app, tap , tap Edit Sidebar, then turn on the service.
3. To view your contents, tap the name of the storage service below Locations in the sidebar.

View and modify files and folders in Files on Apple Vision Pro

In the Files app, view and modify your documents, images, and other files.

Browse and open files and folders

1. Open the Files app.
2. To open a file, location, or folder, tap it. You can choose a location like “On My Apple Vision Pro,” recently opened files, or shared files

   Note: If you haven’t installed the app that created a file, a preview of the file opens in Quick Look.

For information about marking folders as favorites or adding tags, see Mark a folder as a favorite.

Modify and rearrange PDFs

When viewing a PDF, you can modify and rearrange the document’s contents using the Files app.

1. Open a document.
2. Tap a page in the sidebar, tap ⊙, then chose any of the following:
   - *Rotate Left:* Rotate the highlighted page left.
   - *Rotate Right:* Rotate the highlighted page right.
   - *Insert Blank Page:* Insert a blank page after the highlighted page.

- *Insert from File:* Insert pages from a file after the highlighted page.
- *Delete Page:* Delete the highlighted page.

Change how files and folders are sorted and displayed

1. Open the Files app.
2. While viewing an open location or folder, tap near the top, then do any of the following:.

   If you're viewing your files in list of column view, tap or first.

   - *Change the view:* Tap Icons, List, or Columns.

     To look deeper into a folder hierarchy from the column view, tap an item in the rightmost column. To see a preview of a file along with its metadata (such as its kind and size), tap the file.
   - *Change how files are sorted:* Tap Name, Date, Size, Kind, or Tags.

Find a specific file or folder

In the Files app, enter a filename, folder name, or document type in the search field.

When you search, you have these options:

- *Focus the scope of your search:* Below the search field, tap Recents or the name of the location or tag.
- *Hide the keyboard and see more results:* Tap ⌨.
- *Start a new search:* Tap ⊗ in the search field.
- *Open a result:* Tap it.

Rearrange the sidebar

In the Files app, tap ⋯ at the top of the sidebar, tap Edit Sidebar, then do any of the following:

- *Hide a location:* Turn the location off.
- *Delete a tag and remove it from all items:* Tap ⊖ next to the tag.
- *Remove an item from the Favorites list:* Tap ⊖ next to the item.
- *Change the order of an item:* Pinch and hold ☰, then drag it to a new position.

Organize files and folders in Files on Apple Vision Pro

In the Files app, organize documents, images, and other files in folders.

Create a folder

Open a location or an existing folder, then tap .

Note: If you don't see , you can't create a folder in that location.

Rename, compress, and make other changes to a file or a folder

- *Make changes to a file or folder:* Pinch and hold the file or folder, then choose an option.
- *Make changes to multiple files or folders:* Tap Select, tap some files or folders, then tap an option at the bottom of the window.

Note: Some options may not be available, depending on the item you select; for example, you can't delete or move an app library (a folder labeled with the app name).

Tag a file or folder

1. Pinch and hold the file or folder, then tap Add Tags.
2. Tap one or more tags, or tap Add New Tag to create a custom tag.
3. Tap Done.

Tagged items appear below Tags in the sidebar.

To remove a tag, tap it again.

Mark a folder as a favorite

Pinch and hold the folder, then tap Favorite.

Favorites appear in the sidebar.

Send files from Files on Apple Vision Pro

You can send a copy of any file in the Files app to others.

1. Pinch and hold the file, then tap Share.

   To send a smaller version of the file, tap Compress before you tap Share. Then pinch and hold the compressed version of the file (identified as a zip file), and tap Share

2. Choose how you want to send the file (for example, AirDrop, Messages, or Mail), then tap Send.

Tip: If the files or folders you want to share are stored in iCloud Drive, you can share them—you don't need to send them copies.

Set up iCloud Drive on Apple Vision Pro

Use the Files app to store files and folders in iCloud Drive. You can access them from all your devices where you're signed in with the same Apple ID. Any changes you make appear on all your devices set up with iCloud Drive.

iCloud Drive is built into the Files app on Apple Vision Pro, as well as devices with iOS 11, iPadOS 13, or later. You can also use iCloud Drive on Mac computers (OS X 10.10 or later) and PCs (iCloud for Windows 7 or later). Storage limits depend on your iCloud storage plan.

Turn on iCloud Drive

Go to Settings > [*your name*] > iCloud, then turn on iCloud Drive.

Choose which apps use iCloud Drive

Go to Settings > [*your name*] > iCloud, then turn each of the apps listed under iCloud Drive on or off.

Browse iCloud Drive

1. In the Files app, tap Browse at the bottom of the window.
2. Under Locations, tap iCloud Drive.

   If you don't see Locations, tap Browse again. If you don't see iCloud Drive below Locations, tap Locations.
3. To open a folder, tap it.

   See View and modify files and folders in Files on Apple Vision Pro.

Share files and folders in iCloud Drive on Apple Vision Pro

After you Set up iCloud Drive, you can use the Files app to share folders and individual files with friends and colleagues. When you make changes to a shared folder or file, others see your changes automatically. If you allow people to make edits, their changes appear automatically as well.

Files and folders shared in iCloud Drive have these important characteristics:

- If you share a folder, all items added to that folder by you or other participants are automatically shared.
- The link to a shared file includes its name. If the name or content is confidential, be sure to ask recipients not to forward the link to anyone else.
- If you move a shared file to another folder or location, the link no longer works, and people lose access to the item.
- Depending on the app, users might need to reopen a file or tap the original link to see the latest changes.

Share a folder or file

If you own a folder or file in iCloud Drive, you can invite others to view or change its contents. You can adjust settings like who can access files, what they can do with the files, and whether they can invite other people to collaborate.

When you share a folder, only the people you invite can access the files in the shared folder by default. To invite more people to access the files, you must change the settings of the shared folder. You can't select an individual file within the shared folder and add participants to it.

1. Pinch and hold the folder or file.
2. Tap Share, then tap Collaborate.

3. Tap “Only invited people can edit,” then choose the access settings and permissions you want.
4. Choose how you want to send your invitation, then tap Send.

Invite more people and change share options for everyone

If you already shared a folder or file and its access is set to “Only people you invite,” you can share it with more people.

If you’re the owner of a shared folder or file, you can change its access at any time. However, everyone you shared the link with is affected.

1. Pinch and hold the folder or file.
2. Tap Share, then tap Manage Shared Folder or Manage Shared File.
3. Tap Add People, or tap Share Options and make changes.

   Note: When you change the access option from “Anyone with the link” to “Only people you invite,” the original link no longer works for anyone, and only people who receive a new invitation from you can open the folder or file.

Change access and permission settings for one person

If you’re the owner of a shared folder or file and its access is set to “Only people you invite,” you can change the permission for one person without affecting the permission of others. You can also remove the person’s access.

1. Pinch and hold the folder or file.
2. Tap Share, then tap Manage Shared Folder or Manage Shared File.
3. Tap the person’s name, then select an option.

Share a folder or file with more people using a link

If you set the access to a shared folder or file to “Anyone with the link,” anyone with the link can share it with others.

1. Pinch and hold the folder or file.
2. Tap Share, tap Manage Shared Folder or Manage Shared File, then tap Copy Link.
3. Paste the link where you want to send it.

Stop sharing a folder or file

If you’re the owner of a shared folder or file, you can stop sharing it.

1. Pinch and hold the folder or file.

2. Tap Share, then tap Manage Shared Folder or Manage Shared File.
3. Tap Stop Sharing.

Anyone who has a file open when you stop sharing it sees an alert. The item closes when the alert is dismissed, the file is removed from the person's iCloud Drive, and the link no longer works. If you later share the item again and set the access to "Anyone with the link," the original link works. If the access is set to "Only people you invite," the original link works again only for people you reinvite to share the item.

Freeform

Create and manage Freeform boards on Apple Vision Pro

Use the Freeform app to create boards for brainstorming and collaborating.

You can open your Freeform boards on all your devices where you're signed in with your Apple ID. Just go to Settings > [*your name*] > iCloud, then turn on Freeform.

Create a new board

1. If you're currently working on a board, tap the name of the board, tap Open.
2. Tap .

   If you're currently working in a board, tap the name of the board at the top, tap Open, then tap +.
3. Tap an option at the bottom of the window to start building your board.
4. To move around your board, pinch and hold an empty area of the board, then drag. To zoom in or out, pinch and hold with both hands, then drag your hands apart or together.

   Tip: To choose a specific magnification, tap the percentage at the bottom of the window.
5. To name your board, tap the placeholder name at the top, then tap Rename.

Open an existing board

Tap a category in the sidebar, like Recents or Shared, then tap the board you want to open.

If you're in a board, tap the name of your board at the top, then tap Open.

Find and sort boards

Boards you worked on most recently are at the top. To make it easy to find a board, do one of the following:

- *Change how boards are sorted:* Tap ⊞ or ☰.
- *Make a board a favorite:* Pinch and hold the board, then tap Favorite (while viewing all boards), or tap the name of the board at the top of the app, then tap Favorite (while you're working on a board).

  Your favorites appear in the sidebar while browsing.

Duplicate a board

- *While browsing All Boards:* Tap Select in the top-right corner of the window. Tap the boards you want to copy (a checkmark appears as you select each one), then tap Duplicate.

  Or, pinch and hold the thumbnail or name of the board, then tap Duplicate ⧉.
- *If you're working in a board:* Tap the name of your board, then tap Duplicate.

Note: If you duplicate a shared board, the copy isn't shared.

Delete a board

1. While browsing All Boards, tap Select in the top-right corner, then tap the boards you want to delete. (A checkmark appears as you select each one.)

   To quickly delete a single board, you can also pinch and hold the board, then tap Delete.
2. Tap Delete at the bottom-right corner of the window.

You can recover recently deleted boards for 30 days. Tap Recently Deleted in the sidebar.

Add images, text, and more

Draw in a Freeform board on Apple Vision Pro

Use the Freeform app to sketch, draw a diagram, or jot a handwritten note with your finger.

Draw in a board

1. In a Freeform board, tap Ⓐ, then pinch and hold your fingers to draw.
2. Tap a tool to switch to it, then tap it a second time to see if there are additional options, like stroke size (line thickness) or transparency. These two tools behave differently:
   - : (to the left of the pen) Transforms your handwriting to typed text as you write.
   - *Fill:* With the fill tool selected, tap any closed, drawn shapes to fill them with color. Or draw to create a filled shape.

Select, copy, and delete sections of a drawing

When you finish drawing, your strokes are grouped. If you want to break a drawing apart, you can regroup your strokes, or separate, delete, or resize them.

1. In a Freeform board, tap in the drawing toolbar.
2. Tap or circle the part of the drawing you want to select, then choose an option.

Add shapes, text boxes, and sticky notes to a Freeform board on Apple Vision Pro

In the Freeform app, you can add lines, shapes, text, and sticky notes directly to a board.

Add shapes and lines

1. In a Freeform board, tap .
2. Select a shape or line type. You can find lines, curves, and arrows in the Basic tab.
3. Tap the shape or line to reveal dots. Drag the blue dots to change the size or proportions of the shape, or, for connection lines, to attach an endpoint to another item on the board. On connection lines, drag the green dot to adjust the arc.

Add a text box or sticky note

1. In a Freeform board, tap A or .
2. Double-tap the text box, then enter text.
3. To show formatting tools, tap the text box or sticky note. You can change the font, alignment, sticky note color, use list formatting, and more.
4. To change the width of a text box without changing the font size, drag a blue dot. To resize both the box and the text inside it, drag a green dot

Add photos, videos, files, and links to a Freeform board on Apple Vision Pro

In the Freeform app, you can add photos or videos, add links, and various types of files—for example, a Keynote presentation or PDF. You can also easily scan a paper document with your iPhone to add it to your board on Apple Vision Pro.

Add a photo or video

In a Freeform board, tap, then tap Photos or Videos.

Tip: You can also copy a photo or video from another app to your Freeform board.

Format a photo or video

In a Freeform board, tap the photo or video, then do any of the following:

- *Crop or mask the photo:* Tap, use the controls to tighten the frame or enlarge the image within it, then tap Done.
- *Preview the photo or video:* Tap, or double-tap the photo or video.
- *Add a shadow, round the corners, add a description, and more:* Tap, then choose an option.
- *Replace the photo or video:* Select the photo or video, tap or, tap Replace, then select a replacement.

Add a document scan, link, or file

In a Freeform board, tap, then tap Scan Documents, Link, or Insert From.

Note: You can insert files saved on your Apple Vision Pro or in iCloud Drive. For most file types, Freeform makes a copy of the inserted file. When you add a link to a collaborative Keynote presentation, Numbers spreadsheet, or Pages document, participants in your Freeform board can tap the card to move to the shared file in iCloud. (If you want others to be able to collaborate on the file, you must save it in iCloud.).

Add a 3D object

3D objects are three-dimensional models that simulate natural lighting, shading, and texture effects. You can add 3D objects created with 3D software or 3D scanning in the USDA, USDC, and USDZ file formats to your board.

1. In a Freeform board, tap , tap Insert From.
2. Navigate to the object you want to add, then tap it.

   Use the controls below the 3D object to rotate, view, or resize it on your board.

Provide an accessible description for an item in Freeform on Apple Vision Pro

In the Freeform app , you can add a description to any item on your board so that an explanation of the visual content is spoken aloud when someone uses assistive technology, such as VoiceOver, to access your board. Descriptions aren't visible on the board itself.

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1. Select an item, tap , then tap Description.
2. Enter a description of the visual content, then tap Done.
3. To hear the description, Turn on VoiceOver, then tap the item.

Copy the text style and format in Freeform on Apple Vision Pro

When you want the text in your sticky notes or text boxes to have a consistent look—for example, font, size, and color—you can copy the style from one and paste it in another.

1. In a Freeform board, tap the sticky note or text box that has the style you want to use.
2. In the formatting controls, tap ⊙, tap Style, then tap Copy Style.
3. Tap the sticky note or text box that has the style you want to change.
4. Tap ⊙, tap Style, then tap Paste Style.

Tip: If you like the style of a text box, shape, or sticky note, you can save the style. Every time you add another item like that to your board, it uses that saved style. Tap ⊙, tap Style, then choose Save as Insert Style.

Position items on a Freeform board on Apple Vision Pro

In the Freeform app, you can move items on your board to the background, resize, align or group them, or lock them. Your Freeform board automatically accommodates any items you place on it, even as you move items beyond the visible edges of the board.

Select items

- *Select an item:* Tap it.
- *Select multiple items:* Tap ⬚, then tap each item.

Select, move, resize, or lock items

- *Group items:* With multiple items selected, tap ⊞, then tap an alignment option or Group.
- *Move an item:* Pinch and drag it.
- *Rotate an item:* Pinch with both hands, then turn your hands in the direction you want.
- *Put an item in the background or foreground:* Tap the object, tap ⊙, then tap Back or Front.
- *Resize an item:* Tap an item, then drag a blue dot.

  In text boxes, drag a green dot to resize both the box and the text within it.
- *Prevent an item from being moved or formatted:* Tap an item, then tap Lock.

Turn on guides

Guides can help you place items precisely. When guides are turned on, they appear as you drag an item on a board in alignment with, or equidistant to, another item. You can turn the guides off and on as needed.

1. Go to Settings > Apps > Freeform.
2. Turn Center Guides, Edge Guides, and Spacing Guides on or off.

Share Freeform boards and collaborate on Apple Vision Pro

In the Freeform app, you can invite people to collaborate on a board in iCloud, and everyone will see the latest changes. You can also send a PDF copy of a board to others.

Collaborate on a board

When you collaborate with others on a shared Freeform board, you can see edits as others make them. Changes are saved in iCloud, so everyone with access to the board sees the latest version whenever they open it.

Everyone you share with must be signed in with their Apple ID to edit or view the board.

1. Open a board, tap, then choose who can access the board, the level of access you want them to have, and how to you want to send it.
2. To make changes to sharing settings or copy the link after you start sharing, tap , then tap Manage Shared Board. To see when others are at work in real time, tap , then turn on Participant Cursors.

   If you're collaborating with people using an iPhone, iPad, or Mac, participant cursors may not always be available.

If you stop sharing, the board no longer appears on the devices of the other participants, but you still have access to it. You can also remove yourself from boards that others have shared with you.

Tip: When you share a board with the Messages app, you can see who made updates since the last time you viewed the board in Messages. See Collaborate on projects with Messages.

Export a PDF copy of a board

1. In the board you want to share, tap ⌄, then tap Export as PDF.
2. Choose how you want to share the board, such as AirDrop, Messages, or Mail, and follow the instructions.

   People and groups you've communicated with recently appear as icons. Tap one to share the board with them.

Tip: You can also share a previously shared board while browsing all boards.

Home

Intro to Home on Apple Vision Pro

The Home app is an iPad app that works with Apple Vision Pro. You can use the Home app to securely control and automate HomeKit and Matter-enabled accessories, such as lights, smart TVs, and thermostats. When you set up security cameras that support HomeKit Secure Video, you can capture video, and receive a notification when a camera recognizes someone or when a package is left at the door. You can also group multiple speakers to play the same audio, and send and receive Intercom messages on supported devices.

You can create automations to run automatically at certain times, or when you activate a particular accessory (for example, when you unlock the front door). You can also control your home remotely with the aid of a home hub—an Apple TV (4th generation or later) or HomePod speakers. This lets you, and others you invite, securely control your home while you're away.

Note: Matter-enabled accessories require a home hub, such as a HomePod speaker or Apple TV 4K. Thread accessories require a Thread-enabled home hub, such as Apple TV 4K (3rd generation) Wi-Fi + Ethernet, HomePod mini, or a supported third-party border router.

Home overview

The Home app lets you easily navigate and control your accessories. In the Home app, tap Home in the sidebar to show the following sections:

- *Categories:* Tap a category such as Lights, Security, Climate, Speakers, or Water to show all related accessories on one screen, organized by room.
- *Cameras:* Video from up to four cameras can appear below Cameras. Swipe left to see more cameras.
- *Scenes:* Create scenes to control multiple accessories with a tap or Siri request—tap a scene to close the blinds and turn on the lights in the evening, for example.
- *Favorites:* Add to Favorites the accessories you use most often to quickly control them from the Home tab.
- *Rooms:* Accessories are organized by room, letting you find just the accessory you need.

Edit Home

You can organize the Home app to suit you best.

Tap Home in the sidebar, tap ⊙, then do any of the following:

- *Rearrange items:* Select Edit Home View, then drag tiles to a different position. Tap Done when you're finished.
- *Reorder sections:* To change the way sections are ordered in the Home screen, choose Reorder Sections, then drag ≡ next to a section to a new position. Tap Done when you're finished.
- *Resize icons:* Select Edit Home View, tap a tile, tap ⤡, then tap Done.

To learn more about how to create and accessorize a smart home with your Apple devices, tap Discover in the sidebar.

Set up your home and accessories with Home on Apple Vision Pro

The first time you open the Home app, the setup assistant helps you create a home, where you can add accessories and define rooms. If you've already created a home when setting up a different accessory, you skip this step.

Upgrade to the new Home architecture

If you've already set up your home, you may need to upgrade to the new Home architecture that's more reliable and efficient. For availability and details, see the Apple Support article Upgrade to the new Home architecture.

1. In the Home tab, tap Home Settings, then tap Software Update.
2. Tap Learn More, then follow the instructions.

   Note: Any connected devices that aren't using the latest software will lose access to the upgraded home until they're updated.

Add an accessory to Home

Before you add an accessory such as a light or camera, be sure that it's connected to a power source, is turned on, and has network connectivity.

1. Tap Home in the sidebar, then tap Add Accessory.

   You can also tap + at the top of the window, then choose Add Accessory.
2. Follow the instructions.

   If you're setting up a HomeKit Secure Video camera or doorbell, you can also turn on Face Recognition. See Use Face Recognition in Home on Apple Vision Pro.

You may need to enter an 11 or 21-digit code for Matter-enabled accessories. You can assign the accessory to a room, and give it a name, and then use this name when controlling the accessory with Siri. You can also add suggested automations during setup. If you need to scan a QR code, add the accessory on another Apple device.

When you set up Apple TV and assign it to a room, it automatically appears in that room in the Home app on Apple Vision Pro.

You can also set up HomePod and control many HomePod settings, including settings for Intercom messages and alarms. See the HomePod User Guide.

Paired Matter accessories are synced across devices and stored in the Settings app using iCloud Keychain, regardless of which app you used to set them up. You can easily add a previously paired accessory that is stored in Keychain to another Matter ecosystem app, and you can manage them in Settings: Go to Settings > General, then tap Matter accessories.

Show accessories in a room

You can show individual rooms, scenes assigned to them and a room's accessories organized by category.

Do one of the following:

- Tap the room in the sidebar.
- Tap > next to the room's name.

To change an accessory's room, see Control and manage accessories with Home on Apple Vision Pro.

Edit a room or group rooms in zones

You can change a room's name and wallpaper, remove the room, and more. When you remove the room, the accessories assigned to it move to Default Room. You can also group rooms together into a zone to easily control different areas of your home with Siri. For example, if you have a two-story home, you can assign the rooms on the first floor to a downstairs zone. Then you can say something to Siri like "Turn off the lights downstairs."

1. Tap a room in the sidebar.
2. In the Home tab, tap > next to a room, or tap ⊙, then choose a room.
3. Choose the options you want. To create a group of rooms, Room Settings, then tap Zone.

Add another home

In the Home app, you can add more than one physical space—a home and a small office, for example.

1. Tap +, then tap Add New Home.
2. Name the home, choose its wallpaper, then tap Save.
3. To switch to another home, tap ⊙, then tap the home you want.

Control and manage accessories with Home on Apple Vision Pro

Use the Home app and Control Center to control accessories in your home.

Control accessories in the Home app

In the Home tab, tap an accessory's icon on the left side of the tile—a light, for example—to quickly turn the accessory on or off. Tap the accessory's name on the right side of the tile to show the accessory's control.

The available controls depend on the type of accessory. For example, with some lightbulbs, there are controls for changing colors. With your smart TV, you can choose an input source.

Invite others to control accessories

1. In the Home tab, tap ⊙, tap Home Settings, then tap Invite People.
2. Tap ⊕ to choose people with an Apple ID from your contacts list, or enter their Apple ID email addresses in the To field.
3. Tap Send Invite.
4. Ask the invitee to do one of the following:
   - *In the notification:* (iOS or iPadOS device) Tap Accept.
   - *In the Home app:* (iOS or iPadOS device) Tap ⊙, tap Home Settings, then tap their name.
   - *On Apple TV:* Tap Show Me on Apple TV, then turn on one or more Apple TVs.

To let others access your AirPlay 2-enabled speakers and TVs, tap ⊙, tap Home Settings > Allow Speaker & TV Access, then choose to allow everyone, anyone on the same network, or only people you've invited to share the home.

You can also require a password for speaker access. To learn more about HomePod speaker and Apple TV access, see the HomePod User Guide and Apple TV User Guide.

View categories and home status

The Lights, Climate, Security, Speakers and TV, and Water categories let you quickly access all the relevant accessories organized by room.

1. Open the Home app.

   Below your home's name, buttons show the status of accessories belonging to a category—for example, a Lights category that shows "3 on."
2. Tap one of the category buttons at the top of the window or in the sidebar to show all accessories within that category, organized by room.
3. While viewing a category, tap the icon on the left side of an accessory tile to perform an action—turn a light or group of lights on or off, start playing music on a HomePod, or lock the front door.

Turn on Adaptive Lighting

Some lights let you adjust their color temperature, from cool blue to warm yellow. You can set supported lights to automatically adjust the color temperature throughout the day. Wake up to warm colors, stay alert and focused mid-day with cooler ones, and wind down at night by removing blue light. For a light that supports Adaptive Lighting, follow these steps.

1. Tap the right side of the light's tile to show the controls.

You can also pinch and hold the tile, then choose Accessory Details.

2. Tap .

Note: Adaptive Lighting requires a home hub, a device such as Apple TV (4th generation or later), or HomePod speakers.

Edit home accessories

To edit accessory settings, tap the right side of an accessory tile, swipe up or tap , then do any of the following:

- *Rename an accessory:* Tap ⊗ to delete the old name, then type a new one.
- *Change an accessory's icon:* Tap the icon next to the accessory's name. If you don't get a choice of other icons, it means the icon can't be changed for this accessory.
- *Change an accessory's room:* Tap Room, then choose a room.
- *Control multiple accessories together:* Tap Group with Other Accessories.

  When you create a group, you can also turn on Include in Favorites to show the group in Favorites in Home.

See activity in your home

Activity History lets you see who opened and closed the garage door, unlocked the door, or used another security accessory—and when.

- *See Activity History:* In the Home tab, tap Security, then tap Activity History.
- *Turn Activity History on or off:* Tap ⊙, tap Home Settings Safety & Security, then tap Activity History and choose an option.

Control your home remotely or with Siri on Apple Vision Pro

Control your home remotely

In the Home app , you can control your accessories even when you're away from home. To do so, you need a home hub, a device such as Apple TV (4th generation or later) or HomePod speakers.

Go to Settings > [*your name*] > iCloud, tap Show All, then turn on Home.

You must be signed in with the same Apple ID on your home hub device and your Apple Vision Pro.

Control your home with Siri

In addition to using the Home app, you can use Siri to control your accessories and scenes. Here are some of the things you can say to Siri for the accessories you add and the scenes, rooms, or homes you set up:

- “Turn off the lights” or “Turn on the lights”
- “Set the temperature to 68 degrees”
- “Turn on the bedroom lights at 9 PM”
- “Did I lock the front door?”
- “Show me the entryway camera”
- “Turn down the kitchen lights”
- “Set my reading scene”
- “Turn off the lights in the Chicago house”

Set up and activate Siri on Apple Vision Pro

If you have an Apple TV or HomePod, and you’re signed in with the same Apple ID as your Apple Vision Pro, it’s set up automatically as a home hub when you add it to your home.

Create and use scenes in Home on Apple Vision Pro

In the Home app, you can create scenes that allow you to control multiple accessories at once. For example, you might define a “Reading” scene that adjusts the lights, plays soft music on HomePod, closes the drapes, and adjusts the thermostat.

Create a scene

1. In the Home tab, tap ＋, then tap Add Scene.
2. Tap Custom, enter a name for the scene (such as “Dinner Party” or “Watching TV”), then tap Add Accessories.
3. Select the accessories you want this scene to include, then tap Done.

   The first accessory you select determines the room the scene is assigned to. If you first select your bedroom lamp, for example, the scene is assigned to your bedroom.
4. Set each accessory to the state you want it in when you run the scene.

   For example, for a Reading scene, you could set the bedroom lights to 100 percent, close the drapes, choose a low volume for the HomePod, and set the thermostat to 68 degrees.
5. Test the scene and choose whether or not to show it in the Home tab (scenes appear in the Home tab by default), then tap Done.

Use scenes

Do one of the following:

- *Run a scene:* Tap the scene in the Home tab.

  If you’ve decided not to show the scene in the Home tab, tap ⊙, choose the room the scene is assigned to, then tap the scene.
- *Edit a scene:* Pinch and hold a scene, then tap Edit Scene.

  You can change the scene’s name, test the scene, add or remove accessories, and more.

Use automations in Home on Apple Vision Pro

In the Home app, you can run automations based on the time of day, your location, the activation of a sensor, or the action of an accessory. You can use preconfigured automations included with the Home app, or create automations of your own.

Use a preconfigured automation

1. On the Home tab, pinch and hold an accessory, tap Accessory Details, then swipe up or tap ⚙.
2. Turn on an automation.

To disable an automation, return to the accessory’s setting screen, then turn it off.

Create an automation

1. On the Home tab, tap +.
2. Tap Add Automation, then choose one of the following automation triggers:
   - *When arriving at or leaving a location:* Tap People Arrive or People Leave. Choose when the automation is activated by people arriving or leaving, the location, and the time the automation works.
   - *At a time of day:* Tap A Time of Day Occurs, then choose when you want this automation to run.

     If you choose Sunset or Sunrise, times vary as the season changes.

     You can also set an automation to only occur after sunset, which is useful for turning on lights just when they're needed.
   - *When an accessory changes:* Tap An Accessory is Controlled, select an accessory, tap Next, then follow the instructions.

     You might use this, for example, to run a scene when you unlock the front door.
   - *A sensor detects something:* If you've added a sensor to Home, tap A Sensor Detects Something, select an accessory, tap Next, then follow the instructions.

     You might use this, for example, to turn on lights in a stairway when motion is detected nearby.

You can also tap the right side of an automation tile, tap ⚙, then add, enable, or disable automations.

Manage and edit automations

1. Tap Automation in the sidebar.
2. Tap an automation, then do any of the following:
   - Enable or disable the automation
   - Choose when the automation happens
   - Add or remove accessories
   - Test the automation
   - Delete the automation

Add a Siri shortcut

To make your automation even more efficient, you can add a Siri Shortcut to it.

1. When choosing accessories to control with an automation, swipe up, then tap Convert To Shortcut.
2. Tap ⊕, then choose a shortcut.

See the Shortcuts User Guide.

Set up security cameras in Home on Apple Vision Pro

You can use the Home app to view video activity captured by your home's cameras. With any HomeKit-compatible camera, you can view video streams in the Home app, choose who can view those streams, and set up notifications when activity is detected.

See the Home accessories website for a list of compatible security cameras.

If you have one or more HomeKit Secure Video cameras, you can additionally take advantage of these features:

- *Encrypted video:* Video captured by your cameras is privately analyzed and encrypted on your home hub device (Apple TV or HomePod) and securely uploaded to iCloud so that only you and those you share it with can view it.
- *Record video:* If you subscribe to iCloud+, you can view the last 10 days of activity from one to an unlimited number of cameras. The 50 GB iCloud+ plan supports a single camera, the 200 GB iCloud+ plan supports up to five cameras, and the 2 TB iCloud+ plan supports an unlimited number of cameras.

  Note: Video content doesn't count against your iCloud storage limit.
- *Activity Zones:* Create zones that focus your camera on the most important areas within its view.
- *Face recognition:* Receive notifications when people you've tagged in the Photos app are within the camera's view.

See Store encrypted security camera footage in iCloud with HomeKit Secure Video and Set up HomeKit Secure Video on all your devices in the iCloud User Guide.

Camera options

When you add a camera in the Home app, you can choose streaming options and assign the camera to a room. With a HomeKit Secure Video camera, you can also choose recording options. By default, up to four cameras are marked as favorites and appear on the Home tab. To edit those settings later, tap the Camera tile, then tap ⚙ to see these options:

- *Room:* A camera can be located in a room inside your home, or you can create a room for an outside location such as your front porch or back yard.
- *Notifications:* Choose to receive notifications when the camera detects activity, changes status, or goes offline.
- *Recording options for HomeKit Secure Video cameras:* You can create separate recording settings for when you're home and when you're away. For example, when you're home, you might choose to stop streaming and recording from a camera inside your home, but continue to stream and record from an outdoor camera.

  Note: The Home app uses the location of devices belonging to members of the home to switch between Home and Away modes (they must have Find My turned on).

Set up notifications

1. On the Home tab, tap ⊙, then tap Home Settings.
2. Tap Cameras & Doorbells.
3. Tap the camera for which you'd like to configure notifications.
4. Tap Notifications, then turn on Activity Notifications.

   All HomeKit-compatible cameras can send a notification when motion is detected. HomeKit Secure Video cameras can additionally send notifications based on these factors:

   - The time of day
   - When someone is or isn't home
   - When a clip is recorded
   - When any or a specific motion is detected

     When you choose a specific motion, you receive a notification when the camera detects people, animals, or vehicles, or when a package is delivered. For a package to be detected, it must be within the camera's view after delivery.

     Tip: Choosing a specific motion, rather than any motion, results in fewer clips (and fewer clip notifications) and less video to review. For example, if you choose to detect people, your camera won't capture the movement of leaves on a tree or a squirrel leaping from branch to branch.

Create Activity Zones for HomeKit Secure Video cameras

You can create zones that focus your HomeKit Secure Video camera on the most important areas within its view—your front walkway but not the sidewalk behind it, for example. You can then be alerted when motion is detected in these zones.

Note: You can create Activity Zones only for cameras set up to record when a specific motion is detected. Activity Zones don't affect motion detection automations.

1. On the Home tab, tap the camera tile, then tap ⚙.
2. Tap Select Activity Zones, tap the video to create a zone, then tap Add Zone.

   To have your camera detect motion only outside the zone you defined, tap Invert Zone.
3. Create any additional zones you want within the camera's view—one for the driveway and another for the mailbox, for example.
4. Tap Done.

To remove an activity zone, tap Select Activity Zones, tap inside a zone, then tap Clear.

View video

1. On the Home tab, tap the camera tile.

   Live video should play automatically.
2. If you've chosen to record video, swipe through the timeline at the bottom of the screen to browse recorded clips.
3. Tap a clip to play it.
4. Pinch the clip open left and right to show the timeline, then drag to go forward or back through the video.
5. Tap Live to switch back to live video.

When you set up the camera to detect specific motion, the timeline displays unique symbols for people, animals, vehicles, and packages.

You can also view live and recorded video in the Home app on your Mac with macOS 10.15.1 or later.

Choose access options

To allow other people to view video from your cameras, follow these steps:

1. Tap ⋯, then tap Home Settings.
2. Below the People heading, tap a person.
3. Tap Cameras, then choose an option.

Use Face Recognition in Home on Apple Vision Pro

With a HomeKit Secure Video camera or doorbell, you can use the Home app to receive notifications when people you've tagged in the Photos app come to your door.

Set up Face Recognition

Face Recognition identifies people by the faces that appear in your photo library or pictures of recent visitors captured by your camera or doorbell.

If you're setting up a camera or doorbell for the first time, do the following:

1. Add the accessory to the Home app.
2. In the Recognize Familiar Faces card, turn on Face Recognition, then follow the instructions and choose the options you want.
3. Choose who can access your photo library:
   - *Never:* Only faces you've added from clips in the Home app are recognized.
   - *Only Me:* Only the notifications you receive have the names of people in your photo library.
   - *Everyone in this Home:* The notifications for everyone in your home have the names of people in your photo library.
4. Tap Continue, then finish setting up the camera or doorbell.

If you have an existing doorbell or camera and want to use it to identify visitors, tap it on the Home app, tap , tap Face Recognition, then turn on Face Recognition. Tap your photo library, then choose who can access it.

Note: Notifications can appear on any of the devices associated with your Apple ID.

Identify recent visitors

You can use Face Recognition to help identify people that aren't in your photo library using a picture captured by your camera or doorbell.

1. With Face Recognition turned on, open the Home app, then tap Home in the sidebar.
2. On the Home tab, tap the camera or doorbell, then tap .
3. Tap Face Recognition, tap an unidentified person listed below Recent, then tap Add Name.
4. Add the person's name or their relationship to you—Mom or Mail Carrier, for example.
5. Choose whether to be notified when they're seen by your camera or doorbell.

Note: People with a face mask don't appear in this list.

Share faces with your household

You can allow the members of your household to see the names of visitors identified in your photo library.

1. With Face Recognition turned on, open the Home app, tap ⊙, then tap Home Settings.
2. Tap Cameras & Doorbells, then tap Face Recognition.
3. Tap your photo library, then tap Everyone in this Home.

Configure a router in Home on Apple Vision Pro

You can use the Home app to make your smart home more secure by allowing a compatible router to control which services your HomeKit accessories can communicate with on your home Wi-Fi network and on the internet. HomeKit-enabled routers require that you have an Apple TV or HomePod set up as a home hub. See the Home Accessories website for a list of compatible routers.

To configure the router's settings, follow these steps:

1. Set up the router with the manufacturer's app.
2. On the Home tab, tap ⊙.
3. Tap Home Settings, then tap Wi-Fi Network & Routers.
4. Turn on HomeKit Accessory Security, tap an accessory, then choose one of these settings:
   - *Restrict to Home:* The router only allows the accessory to connect to your home hub.

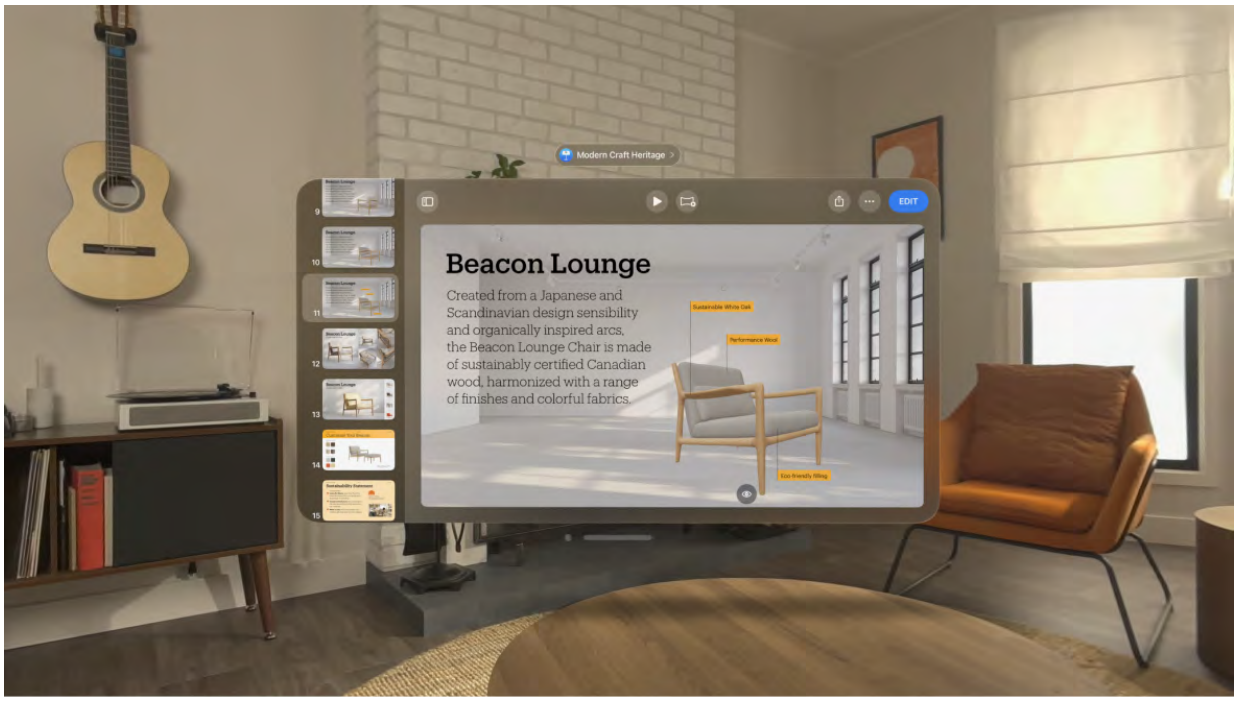
     This option may prevent firmware updates or other services.
   - *Automatic:* The router allows the accessory to connect to an automatically updated list of manufacturer-approved internet services and local devices.
   - *No Restriction:* The router allows the accessory to connect to any internet service or local device.

     This provides the lowest level of security.

Keynote

Get started with Keynote on Apple Vision Pro

Keynote is an app designed for Apple Vision Pro. Use Keynote to create beautiful and engaging presentations with fun animations, 3D objects, and interesting transitions. You can even rehearse presentations in an Environment like Conference Room or Theater.



The basics

To create a Keynote presentation, you always start with a theme, then modify it however you want. Slides in a theme include placeholder images and text styled as headlines and body content.

To build your presentation, you replace placeholder content with your own content, or delete placeholders you don't need. You can also use the *toolbar* at the bottom of the app to add other objects—like shapes, photos, and charts—to any slide. You can even add, edit, and view 3D objects (in supported formats) to your presentation.

Formatting and more

When you select an object (an image, shape, chart, table, or cell), you see formatting controls in the *format bar* for the type of object you selected.

You can also use the controls—like or —in the *navigation bar* at the top to see additional formatting and presentation options.

Rehearse in an Environment

On Apple Vision Pro, you can rehearse your Keynote presentation in a realistic setting, like a conference room or a theater, and see your presentation on the screen.

Collaborate and present together

Invite others to work with you on your presentation. Everyone you invite can see changes as they're made, but you control who can edit or only view the presentation.

Once you've created your presentation together, you and multiple presenters can present online to others, like if your team is presenting using a video conferencing app.

Use keyboard shortcuts in Keynote

If you have an external keyboard connected to your Apple Vision Pro, you can use keyboard shortcuts to quickly accomplish many tasks in Keynote.

You can press and hold the Command key ⌘ on the keyboard to show a list of shortcuts for the item that's selected on the slide, like text or a table. To use a keyboard shortcut, press all the keys in the shortcut at the same time.

Keynote basics

Create a presentation in Keynote on Apple Vision Pro

Create a presentation from a theme

1. Open Keynote, then in the presentation manager, tap + at the top of the screen, then tap a theme in the theme chooser to open it.

   If you see an open presentation, tap the name of the presentation at the top, tap Open, then tap +.

   Some themes aren't downloaded to Apple Vision Pro until you choose them or open a presentation that uses one. If your connection is slow or you're offline when this happens, placeholder images and slide backgrounds in the presentation may appear at a lower resolution until you're online again or the theme finishes downloading.

2. To use a different slide layout for the first slide, tap the slide in the slide navigator on the left, tap ▭, tap Layout, then select a different layout.

   Each slide layout offers a different arrangement of text and images that you use as a starting point for your content.

3. To build your presentation, do any of the following:

   - *Add a slide:* Tap ⊞ in the slide navigator on the left, then select a layout.
   - *Add text:* Double-tap placeholder text and type your own.
   - *Add an image:* Tap ⊕ to replace placeholder images with your own photo, or pinch and drag an image from your photos or a webpage to the slide.

4. Tap the file name at the top of the window (such as Presentation), tap Rename, enter a name, then tap Rename again.

   If iCloud is set up, Keynote saves the presentation to iCloud Drive by default.

5. To play the presentation, tap ▶ in the navigation bar, then tap or swipe to advance through the slides.

   To end the presentation, tap ⊗ below the app window (next to the window bar). For more ways to show a presentation, see Play a presentation in Keynote on Apple Vision Pro.

6. To close the presentation when you're finished working, tap ⊗ below the app window.

   Keynote automatically saves your changes, so you won't lose any of your work.

Choose how to navigate your presentation

To set how to navigate your presentation, do the following:

1. Tap ⊙ in the navigation bar, tap Presentation Options, then tap Presentation Type.
2. Choose an option in the Presentation Type menu. Options include the following:
   - *Normal:* The presentation changes slides or starts animations when the presenter or viewer presses the Right Arrow or Left Arrow key, or clicks a link. This is useful if you want to present the slides sequentially.
   - *Links Only:* The presentation changes slides only when the presenter or viewer taps a link. This is useful if you want to present an interactive slideshow, or if you want to present slides in nonsequential order. To learn more about using links to create interactive slideshows, see Add a link in Keynote on Apple Vision Pro.
   - *Self-Playing:* The presentation advances and starts animations automatically, with no interaction needed to navigate between slides.
   - *Loop Slideshow:* At the end of the slideshow, the presentation restarts from the first slide.
   - *Restart Show if Idle:* Use the up or down arrow to set the amount of time the presentation can be idle, with no viewer interaction, before the presentation returns to the first slide.

Save and name a presentation in Keynote on Apple Vision Pro

Keynote automatically saves your presentation as you work. If iCloud is set up, the presentation is saved there by default, but you can move it. You can also rename a presentation at any time or create a duplicate of it with a different name.

Rename a presentation

1. Tap the presentation name near the top of the window, then tap Rename.
2. Type a new name, then tap Rename.

Make a copy of a presentation

1. Open Keynote, and if a presentation is already open, tap the name of the presentation at the top, then tap Open to see all your presentations.
2. Pinch and hold the presentation thumbnail, then tap Duplicate.

   The duplicate appears with a number appended to its name.

Tips for working in Keynote on Apple Vision Pro

Use gestures to navigate your presentation

You can tap or swipe to navigate slides while you rehearse or play your presentation. Make sure you look at the slide or presenter display while you tap or swipe.

For more information about gestures on Apple Vision Pro, see Learn basic gestures and controls on Apple Vision Pro.

Interact with 3D objects

You can view, play, and rotate 3D objects in your presentation. Tap it while you edit, rehearse, or play the presentation to see more options. See Add or replace a 3D object and View 3D objects while you present.

Prevent accidental editing

To avoid accidentally moving objects or bringing up the keyboard as you view, scroll, and interact with text and objects, you can use reading view. Reading view minimizes the controls to just what you need to view the content and perform basic tasks. You can quickly switch to editing view to make changes, then switch back to reading view.

When you send a Keynote presentation to someone else or someone sends a presentation to you, it opens in reading view. When you reopen a presentation, it opens the way you left it—in reading view or editing view.

Do any of the following to switch between reading view and editing view:

- *Switch between editing and reading view:* Tap or EDIT in the top-right corner of the screen.
- *Set presentations you receive to always open in editing view:* Tap , tap Settings, then turn on Open in Edit View.

  If you later change a presentation to reading view, it opens in reading view the next time you open it.

Undo or redo actions

Undo or redo the last action: Tap or in the toolbar.

Change the working view

You can view your slides in different ways to help you organize and edit your presentation.

Tap in the navigation bar, then tap an option.

- *Slide view (the default):* Displays thumbnail images of each slide in the slide navigator on the left, and a full view of the selected slide on the right. You can tap thumbnails in the slide navigator to jump to specific slides, or drag thumbnails to reorganize your presentation.
- *Light table:* Displays slide thumbnails as if on a light table. This view is useful for organizing your presentation because you can see more slides at once. You can drag the slide thumbnails to change their order.
- *Outline view:* Displays the title and bulleted text of each slide below a preview of the selected slide on the right. This is useful for creating an initial rough draft of a presentation, seeing the flow of text-rich presentations, or focusing on the structure of your presentation.

Browse, create, and open Keynote files

The presentation manager—where you create, open, and manage your presentations—is what you see when you open Keynote and no presentation is open. You can also go back to it at any time.

To go to the presentation manager when a presentation is open, tap the name of the presentation at the top, then tap Open.

Add, edit, and organize slides

Add, skip, or delete slides in Keynote on Apple Vision Pro

There are several ways to add slides to a presentation. You can create a new slide, duplicate existing slides, and add slides from another presentation.

You can also skip slides you don't want during your presentation. Skipping is useful, for example, if you want to retain two versions of a slide but you want to show only one of them. You can select and edit skipped slides just as you would other slides.

Add a slide

Tap ⊞ at the bottom of the window, then tap a slide layout.

After adding a slide, add your own content to it, including text, shapes, tables, charts, photos, and videos.

Duplicate slides

- *Duplicate a slide in slide view:* Tap to select a slide in the slide navigator on the left, tap ••• in the format bar, then tap Duplicate.
- *Duplicate a slide in light table view:* Pinch and hold a slide, then tap ⧉.
- *Duplicate multiple slides in light table view:* Tap Select at the bottom of the screen, tap the slides you want to duplicate, tap ⧉, then tap Done.
- *Duplicate a slide in outline view:* In the text outline, tap the top row of the slide you want to duplicate, and tap ⋮ to open the selection controls. Pinch and drag the white resize handles (they look like white bars above and below the selected text) to select all of the slide's contents, then tap Duplicate. (You may need to tap > multiple times to see the Duplicate button.)
- *Duplicate multiple slides in outline view:* In the text outline, tap the top row of a slide you want to duplicate, and tap ⋮ to open the selection controls. Pinch and drag the white resize handles to select the slides you want to duplicate, then tap Duplicate.

Skip or unskip slides

If you later decide you want a slide to appear when you play the presentation, you can unskip it.

- *In slide view:* Tap the slide in the slide navigator to select it, tap it again, tap ••• in the format bar, then tap Skip Slide or Unskip Slide.
- *In light table view:* Tap to select a slide or select multiple slides, then tap ⤓ or ⤒ at the bottom of the screen.

- *In outline view:* Tap the top row of the slide in the text outline, tap ⋮, then tap Skip Slide or Unskip Slide.

Note: If you skip the first slide in a collapsed group, the entire group is skipped when you play the presentation.

Delete a slide

- *Delete a slide in slide view:* In the slide navigator on the left, tap to select the slide, tap the slide again, tap ••• in the format bar, then tap 🗑.
- *Delete a slide in light table view:* Tap to select the slide, then tap 🗑.
- *Delete multiple slides in light table view:* Tap Select, tap the slides you want to delete, tap 🗑, then tap Done.
- *Delete a slide in outline view:* Tap the top row of the slide you want to delete, tap ⋮, then tap Delete.
- *Delete multiple slides in outline view:* In the text outline, tap the top row of a slide you want to delete, and tap ⋮ to open the selection controls. Pinch and drag the white resize handles to select the slides you want to delete, then tap Delete.

Change a slide background in Keynote on Apple Vision Pro

You can change the background color or image of individual slides in a presentation. You can also use a dynamic background that uses ambient animations to add movement to a slide.

Use a standard background

1. In the slide navigator on the left, tap to select a slide, tap it again, then tap 🎨 in the format bar.
2. Tap Standard, then choose the options you want. You can choose a two-color gradient fill, use a color from elsewhere on the slide, add an image, and more.

Use a dynamic background

Dynamic backgrounds are animations that add motion to slides without significantly increasing the size of your Keynote file. There are a variety of preset dynamic background styles you can choose and customize. If you use the same dynamic background style on more than one consecutive slide, the animation plays seamlessly when you change slides.

Tip: Use the Magic Move slide transition to seamlessly move between slides that use the same dynamic background style but with different appearance settings.

1. In the slide navigator on the left, tap to select a slide, tap it again, then tap in the format bar.
2. Tap Dynamic, then tap the style you want to use.
3. Do any of the following:
   - *Pause the dynamic background while you work:* Turn off Preview Motion. The dynamic background still moves when you play the slideshow.
   - *Customize a dynamic background style:* Tap Background Options, then customize these options, such as the dynamic background's speed, the distance between waves, or how blurry the background appears.

Changing the background of a slide doesn't affect other slides using that layout, unless you edit the slide layout. When you change the background of a slide layout, it is applied to every slide that uses that layout.

Show or hide slide numbers in Keynote on Apple Vision Pro

Show slide numbers on selected slides

Tap to select a slide, tap the slide again, tap in the format bar, then tap Number.

Show slide numbers on all slides

Tap in the navigation bar, tap Presentation Options, tap Presentation Setup, then tap Show Slide Numbers.

Slide numbers appear at the bottom of the slides and are updated when you change the slide order. Skipped slides aren't numbered. You can change the location and format of slide numbers by editing the slide layout.

Apply and edit slide layouts in Keynote on Apple Vision Pro

The slide templates used in each Keynote theme are based on *slide layouts*. To quickly change the look of a slide, you can apply a different slide layout to it. If you make changes to a slide format (like moving a text or image placeholder) and later want to use the original formatting, you can reapply the slide layout. Reapplying the slide layout won't delete your content.

If you add new images, text, and other objects to a slide layout, these objects become part of the slide background and aren't editable in your presentation. If you want text, shapes, or images on a slide layout to be editable in your presentation, you must add them to the layout as placeholders.

You can make the same kinds of changes to a slide layout that you make to a regular slide—for example, modify the appearance of text, change the slide background, and change the size of the images. The changes appear on every slide in the presentation that's based on that layout.

Apply a different slide layout

- Tap to select a slide on the left, tap it again, tap in the format bar, then tap Layout to choose a new layout, or tap Reapply Slide layout.

Create a new slide layout

1. Tap to select a slide on the left, tap in the navigation bar, tap Style, then tap Edit Slide Layout.
2. Tap at the bottom of the slide navigator, then tap to select an existing slide layout that looks similar to what you want.
3. Type a name for the new slide layout, then tap OK.
4. Modify the slide layout however you like by adding text, images, shapes, placeholders, and other objects.

   See "Add text and media placeholders," below.
5. When you're done editing, tap Done.

Add text and media placeholders

1. Tap to select a slide on the left, tap in the navigation bar, tap Style, then tap Edit Slide Layout.
2. Tap to select the slide layout you want to edit.
3. Do one of the following:
   - *Create a text placeholder:* Add a text box or add a shape.
   - *Create a media placeholder:* Add an image or add a video.
4. Change the item's appearance however you like and drag it where you want it on the slide.
5. Tap to select the object you added, tap , then tap Style.
6. Scroll down, then turn on Define as Text Placeholder or Define as Media Placeholder.
7. If you want slides based on this layout to allow objects to be layered under slide layout objects, tap the background of the slide (so that nothing is selected), tap , then turn on Allow Layering.

   To learn more about layers, see Layer, group, and lock objects in Keynote on Apple Vision Pro.
8. When you're done editing, tap Done.

Placeholders are automatically tagged according to type. The tags "tell" the content where to go when you apply a different layout to a slide. For example, an image that's in a placeholder with the tag "Media" is automatically added to a placeholder from the new layout that also has the tag "Media."

To change a tag, select the placeholder, tap , tap Style, then tap Tag. Delete the existing tag, then type your own.

Change a slide layout's placeholder text

You can change the placeholder text on a slide layout for the title, subtitle, and more. This is especially useful if you want to create a theme to share with others.

If you change the placeholder text on a slide layout, it applies to all slides in your presentation that use that layout.

1. Tap to select a slide on the left, tap in the navigation bar, tap Style, then tap Edit Slide Layout.
2. Tap to select the slide layout you want to edit, tap the placeholder text you want to replace, then tap .
3. Tap Display, then type what you want the display text to say.

For example, if you are creating a theme for financial presentations, you might change “Presentation Subtitle” to “Quarter.”

You can also add one or more tags.

4. When you’re done editing, tap Done.

You can also create additional text placeholders with custom display text. See Replace placeholder text.

Add an object placeholder for a table, chart, or image gallery

A placeholder you can add a table, chart, or image gallery to is called an *object placeholder*. You can add only one object placeholder to a slide layout.

1. Tap to select a slide on the left, tap in the navigation bar, tap Style, then tap Edit Slide Layout.
2. Tap to select the slide layout you want to edit.
3. Tap , then turn on Object Placeholder.
4. Resize the placeholder and position it where you want.

   The first table, chart, or image gallery you add to any slide based on this slide layout assumes the placeholder’s size and position.
5. If you want slides based on this layout to allow objects to be layered under slide layout objects, tap the background of the slide (so that nothing is selected), tap , then turn on Allow Layering.
6. When you’re done editing, tap Done.

Delete a slide layout

1. Tap to select a slide on the left, then tap Edit Slide Layout.
2. Tap to select the slide layout you want to delete, tap it again, tap ••• in the format bar, then tap .
3. If slides in the presentation use this slide layout, choose a new one for those slides in the dialog that appears, then tap Choose.
4. Tap Done.

Change the theme or slide size in Keynote on Apple Vision Pro

You can change the theme of a presentation at any time. Your existing slides inherit the attributes of the new theme, including object styles, title styles, and more. If you customized anything on your slides—for example, if you changed slide backgrounds or the color of text—you retain those changes.

Note: You can't change the theme of a presentation you're sharing with others.

Change the presentation theme

1. Tap ⊙ in the navigation bar, then go to Presentation Options > Presentation Setup.
2. Tap a theme or swipe left on the thumbnails to see more themes.

   Tap < or > to preview slides in the new theme.
3. Tap Done.

Change the slide size

1. Tap ⊙ in the navigation bar, then go to Presentation Options > Presentation Setup.
2. Tap Slide Size, then choose a new size.

Some themes aren't downloaded to your device until you choose them or open a presentation that uses one. If your connection is slow or you're offline when this happens, placeholder images and slide backgrounds in the presentation may appear at a lower resolution until you're online again or the theme finishes downloading.

Add images, shapes, and media

Use 3D objects in Keynote on Apple Vision Pro

3D objects are three-dimensional models that simulate natural lighting, shading, and texture effects. You can add 3D objects created with 3D software or 3D scanning in the USDA, USDC, and USDZ file formats to your presentation. After you add a 3D object, you can resize it, play its embedded animation, and rotate it along its x, y, and z axes.

Add or replace a 3D object

1. Tap , then tap Insert from.
2. Navigate to the object you want to add, then tap it.

   The 3D object appears on the slide with in the center. If the 3D object contains an embedded animation, tap the object, then tap in the format bar.
3. To replace the 3D object, tap to select the object, tap , tap 3D Object, then tap Replace.

You can add captions, titles, object descriptions (which are read by assistive technology, such as VoiceOver), and more to 3D objects, just like you would other objects. See Add a caption or title to objects in Keynote on Apple Vision Pro or Add an image description.

Edit a 3D object

1. Tap the 3D object to select it, then do any of the following:
   - *Rotate the object:* Pinch and drag .

     For more incremental adjustment, tap the object, then tap . Tap the + or – buttons, or enter a degree value to specify the angle of rotation. Tap Reset Rotation to set all the values to zero degrees.
   - *Resize the object:* Pinch and drag any of the selection handles surrounding the 3D object.

     You can also tap , tap Arrange, tap W or H, then enter new values for Width and Height.

View or play a 3D object

- *In reading view:* Tap in the controls below the 3D object.

  Pinch and drag the object to rotate it. To reset it back to its original position, tap .

- *In editing view or while you rehearse or play your presentation:* Tap the 3D object to select it, then tap .

  Pinch and drag the object to rotate it. To reset it back to its original position, tap .

- *Play the 3D object's animation:* If the 3D object contains an embedded animation, tap the object, then tap in the format bar. To pause, tap .

  Tip: You can set the 3D object's animation to play automatically during a slideshow. Tap , tap 3D Object, then turn on Play in Slideshow.

You can use a Magic Move transition to create the appearance of a 3D object moving or rotating on its own when you change slides. To learn more, see Add a Magic Move transition.

Images, shapes, and drawings

Add an image or image gallery in Keynote on Apple Vision Pro

You can add photos and graphics to any slide and replace media placeholders with your own images. You can add photos from photo albums on your device, insert photos and images from iCloud, or take a photo with your device and add it directly to your slide.

Add an image

1. On the slide where you want to add the image, tap .
2. Tap Photo or Video; to insert an image from iCloud or another service, tap “Insert from.”
3. Navigate to the image, then tap it.
4. Pinch and drag any blue dot to resize the image.

Add an image gallery

With an image gallery, you can view a collection of photos in one place on a slide, so only one shows at a time. When you play your presentation, you can cycle through the images before moving to the next slide. A visual effect plays during the transition from one image to the next.

1. Tap in the toolbar, then tap Image Gallery.

   Pinch and drag the image gallery to reposition it on the slide, or drag any blue dot to resize it.

2. To add images, tap in the bottom-right corner of the image gallery.
3. To customize the image gallery, make sure it’s still selected, then do any of the following:

   - *Add or reorder images:* Tap in the format bar, tap Manage Images, then tap Add Images or .

     To reorder, pinch and drag next to images you want to move.

   - *Change the transition between images:* Tap in the format bar, tap Build Effect, then tap an effect.

- *Add an image description that can be used by assistive technology (for example, VoiceOver):* Tap 🔨, tap Gallery, then tap Description. Enter your text in the text box. The image description isn't visible anywhere in your presentation.

  To add descriptions to other images in the gallery, tap the left or right arrow below the text box.

  You can also add a title to an image gallery, as well as add captions to individual images or all images. See .

4. To navigate through the image gallery, tap < or >.

To remove an image, tap 🔨, tap Gallery, tap Manage Images, then swipe on the the image in the list to remove it.

Replace a media placeholder with an image

1. Tap ⊕ in the bottom-right corner of a media placeholder.
2. Choose Photo or Video, then navigate to the image.

   To use a photo from iCloud or another service, tap "Insert from."
3. Tap the photo you want to add.

   If you're inserting a photo from iCloud or another service, tap folders to locate the image.
4. Pinch and drag any blue dot to resize the image.

Add an image description

You can add a description to any image in your presentation. Image descriptions are read by assistive technology (for example, VoiceOver) when someone uses that technology to access your presentation. Image descriptions aren't visible anywhere in your presentation.

1. Tap the image, tap 🔨 in the navigation bar, then tap Image.
2. Tap Description, then enter your text.

If you export your presentation as a PDF, image descriptions are still readable by assistive technology. See Export to PowerPoint, animated GIF, or another file format in Keynote on Apple Vision Pro.

To add descriptions to the images in an image gallery, see Add an image description. To add a caption to your image, see Add a caption.

Edit an image in Keynote on Apple Vision Pro

After you add a photo or graphic to your presentation, you can crop it and remove parts you don't want.

Mask (crop) a photo

You can hide unwanted portions of an image without modifying the image file.

1. Double-tap the image.

   The mask controls appear. The default mask is the same size as your image.

2. Use the controls to frame just the parts of the image you want to be visible.

3. Tap Done when you're finished.

   Double-tap the image at any time to readjust its mask.

Remove the background or a color from a photo

You can remove a background or color from an image with the Remove Background tool.

1. Tap the image to select it, in the format bar, then tap Remove Background.

2. Pinch and drag over the color you want to remove.

   As you drag, the mask selection grows to include areas that use similar colors.

3. To refine your selections, do any of the following:

   - *Remove another color:* Pinch and drag over the color.
   - *Undo all changes:* Tap Reset in the controls.

4. Tap Done.

Add and edit a shape in Keynote on Apple Vision Pro

The shapes library contains hundreds of shapes in a variety of categories. After you add a shape to a slide, you can customize the shape in a number of ways. For example, you can change the standard five-point star into a twenty-point starburst and adjust how rounded the corners of a square are. You can also add text inside a shape and fill a shape with color or an image.

Add a shape

1. Tap in the toolbar, select a category in the shapes library, then tap or drag a shape to add it to your slide

   To search for a shape, type its name in the search field at the top of the shapes library.

2. Pinch and drag the shape to reposition it on the slide.

Adjust the features of a shape

You can change features of any basic shape (from the Basic category in the shapes library) that has a green dot when it's selected. For example, you can add more arms to a five-point star.

Note: On Apple Vision Pro, you may need to make the shape larger to see the green dot. You can change the shape back to its original size once you make your changes.

1. Tap a shape to select it.

2. Do any of the following:

   - *Reshape the corners of a rounded rectangle:* Pinch and drag the green dot toward a corner to sharpen it, or away from a corner to make it rounder.

   - *Change the number of points on a star:* Pinch and drag the outer green dot clockwise to add points, or counterclockwise to remove them. A star can have between three and twenty points.

   - *Change the shape of the points on a star:* Pinch and drag the inner green dot toward the center of the star to make the points longer and narrower, or drag away from the center to make the points shorter and wider.

   - *Change the shape of a callout or speech bubble:* Pinch and drag the green dot on the body of the bubble to reshape it. Pinch and drag the green dot at the tip of the point to change its length and position. Pinch and drag the green dot at the base of the point to change its width.

   - *Change the number of sides in a polygon:* Pinch and drag the green dot clockwise or counterclockwise to adjust the number of sides.

   - *Adjust the proportions of arrows:* Pinch and drag the green dot toward the tip of the arrow to make the arrowhead shallower, or drag the dot toward the side point of the arrow to make the arrow's trunk thicker.

You can also edit features of a shape by changing their specific values, like the number of points on a star, the corner radius on a rounded rectangle, the width of the tail on a speech bubble, and more. Tap in the navigation bar, tap Arrange, then use the controls or tap the values for the features you want to change.

Save a custom shape

1. Tap a custom shape, tap ••• in the format bar, then tap Add to Shapes.

   The shape is saved in the My Shapes category of the shapes library, which appears only when you have custom shapes. Shapes appear in the library in the order you create them; you can't change this order.

2. In the shapes library, pinch and hold the shape you just created, then tap Rename.

3. Type your own name for the shape.

Add lines and arrows in Keynote on Apple Vision Pro

You can create a straight or curved line, then customize its look by changing its width (thickness) or color, or by adding different endpoints—for example, an arrow, circle, or square. Connect two objects with a line so they remain connected, even when they move.

Add and edit a line

1. Tap in the toolbar.

2. In the Basic category, tap a straight or curved line to add it to the slide.

3. To edit the line's shape or position, do any of the following:

   - *Move the line:* Pinch and drag the line to where you want it.

   - *Change the line length or rotation:* Pinch and drag the blue dots on the ends.

   - *Adjust the arc of a curved line:* Pinch and drag the green dot in the middle of the line.

4. To modify the line's appearance, tap in the format bar, then use the controls to make adjust the line color, thickness, and more.

Edit line curves and corners

You can edit a curved line to add right-angle corners or curves. As you edit, you can quickly change corners to curves and vice versa.

1. Tap the curved line to select it, then tap in the navigation bar.
2. In the Style tab, tap Connection, then tap Curve or Corner.

Connect two objects with a line

You can join two objects with a curved, straight, or right-angle connection line. If you move one or more connected objects, they remain joined by the line. This is especially useful if you're creating a flowchart.

Before you do this task, add two or more objects to the slide that you want to connect.

1. Select two objects, then tap .
2. From the Basic category, tap the curved line to add it to the slide.
3. Do any of the following:
   - *Change the curved line to a straight or right-angle connecting line:* Tap the line to select it, tap in the navigation bar, tap the Style tab, tap Connection, then tap an option.
   - *Adjust the space between line endpoints and their connected shapes:* Tap the line to select it, tap in the navigation bar, tap the Style tab, tap Connection, then drag the Offset sliders.
   - *Change the position of the angles or the curve:* Pinch and drag the green dot (you may need to make the line longer to see it).

You can change the look of the connection line by changing its thickness, color, and line style, and by adding effects like a shadow and reflection. See Change how an object looks in Keynote on Apple Vision Pro.

Add and edit drawings in Keynote on Apple Vision Pro

You can create and edit a drawing on your slide, then move or resize it.

Add a drawing

1. Tap in the toolbar, tap Drawing, then tap one of the drawing tools (pen, pencil, crayon, or fill tool).
2. Pinch and hold your fingers to draw on the slide.
3. As you draw, you can do any of the following:
   - *Switch drawing tools:* Tap the pen, pencil, crayon, or fill tool.
   - *Adjust the stroke size (line thickness):* Tap the pen, pencil, crayon, or eraser, tap it again, then tap a stroke size.
   - *Adjust the color's opacity:* Tap the pen, pencil, crayon, or fill tool, tap it again, then drag the slider.
   - *Fill an area with color:* Tap the fill tool, then tap the area. To draw a shape already filled with color, tap the fill tool, then draw the shape.
   - *Erase a stroke:* Tap the eraser tool, tap it again, then tap Object Eraser. Tap the stroke or object fill you want to erase.
   - *Erase pixels:* Tap the eraser tool, tap it again, tap Pixel Eraser, then tap the dot you want to erase. For finer control, or to erase smaller dots, zoom the screen. You can pinch and drag across your drawing to erase segments of lines and fills, creating separate strokes and fills.

Move a drawing

- *If the drawing toolbar isn't on the screen:* Tap the drawing, then pinch and drag it to a new location.
- *If the drawing toolbar is on the screen:* Tap the selection tool, drag the tool around the part of the drawing you want to move, then pinch and drag the selection.

Resize a drawing

- *If the drawing toolbar isn't on the screen:* Tap the drawing, then pinch and drag any blue dot.
- *If the drawing toolbar is on the screen:* Tap the selection tool, drag around the part of the drawing you want to resize, tap Resize, then drag any blue dot.

Edit a drawing

- *If the drawing toolbar isn't on the screen:* Tap the drawing, tap ✍, tap Edit Drawing, then make your changes.
- *If the drawing toolbar is on the screen:* Tap a drawing tool, then make your changes.

Merge drawings

You can merge drawings so that they stay together as a single object. This makes it easier to move and resize the drawing as a whole.

1. Tap ⬚ to select multiple drawings.
2. Tap the drawings you want to merge, or tap Select All, then tap Done.
3. Tap ••• in the format bar, then tap Merge.

Separate a drawing into parts

You can separate a drawing into individual objects that you can move, resize, or delete separately.

1. Double-tap the drawing.
2. Tap the selection tool, then drag around the part of the drawing you want to separate.
3. Tap Separate (you may need to tap ❯ to see it).

You can repeat this process to separate a drawing into multiple objects.

Animate a drawing

You can animate a drawing using the Line Draw build-in or build-out effect so that it appears in your presentation as if it's being drawn or disappears as if it's being erased.

1. Tap the drawing you want to animate, tap ••• in the format bar, then tap Animate.
2. At the bottom of the screen, tap Add Build In or Add Build Out, select Line Draw from the Effects list, then tap ⊗.
3. To edit the animation, tap Line Draw at the bottom of the screen, then do any of the following:
    - *Adjust how long the animation plays:* Pinch and drag the Duration slider.

- *Change how quickly the animation starts and stops:* Tap Acceleration, then choose an option.
- *Change when to start the animation:* Tap Start, then choose an option.
- *Preview the animation:* Tap ▶.
- *Remove the animation:* Tap Delete.

4. Tap Done in the upper-right corner of the screen.

To learn more, see Animate an object onto and off a slide.

Add a drawing description

You can add a description to any drawing in your presentation. Drawing descriptions are read by assistive technology (for example, VoiceOver) when someone uses that technology to access your presentation. Drawing descriptions aren't visible anywhere in your presentation.

1. Tap the drawing to select it, tap 🖊, then tap Drawing (if it's not already selected).
2. Tap Description, then tap in the text box and enter your text.

If you export your presentation as a PDF, drawing descriptions are still readable by assistive technology. See Export to PowerPoint, animated GIF, or another file format in Keynote on Apple Vision Pro.

To add descriptions to an image or video, see Add an image description or Add a video description.

Share or save a drawing

You can share or save a drawing as an image.

1. Tap the drawing, tap ••• in the format bar, then tap Share.
2. Do one of the following:
   - *Share:* Tap a method for sending the drawing.
   - *Save:* Tap Save to Files or, to save to Photos, tap Save Image.

Video

Add video in Keynote on Apple Vision Pro

You can add video to a slide, or replace a media placeholder with a video. When you show the slide during a presentation, by default the video plays when you tap anywhere on the slide. You can set video looping and start timing to make the media files play automatically when the slide appears.

Note: Video files must be in a format that QuickTime supports on your device. If you can't add or play a media file, try using iMovie, QuickTime Player, or Compressor on a Mac to convert the file to a QuickTime file (with a .mov filename extension) for video.

Add video

1. Tap in the toolbar.
2. Tap Photo or Video; to insert media from iCloud or another service, tap "Insert from."
3. Navigate to the file, then tap it.
4. To resize video, drag any blue dot.
5. Tap the Play button on the media to play it.

You can also copy a video file from another presentation or from another application.

Add a video from the web

You can add links from YouTube and Vimeo so videos play right in your presentation.

Important: This feature may not be available in all regions.

1. Tap in the toolbar, then tap Web Video.
2. Type or paste a link to the video, then tap Insert.
3. To play the web video in your presentation, tap the Play button.

   Note: You must be connected to the internet to play a video from the web.

When you play your presentation, web videos play in front of overlapping objects on the slide.

Replace a media placeholder with a video

1. Tap ⊕ in the bottom-right corner of a media placeholder.
2. Do one of the following:
   - Choose video from Photos: Tap Choose Photo or Video,
   - *Choose a file:* Tap “Insert from,” then tap a video, such as from iCloud or a folder on your Apple Vision Pro.
3. Pinch and drag any blue dot to resize the video.
4. Tap the Play button ▶ on the video to play it.

Replace video

1. Tap to select the video on the slide.
2. Tap 🎞 in the format bar, then tap Replace.
3. Depending on the type of video you’re replacing, do one of the following:
   - *Choose a file:* Tap an album, or tap “Insert from,” then tap the video you want. Tap Use.
   - *Replace a web video:* Insert a link to a new video, then tap Replace.

Add a video description

You can add a description to any video in your presentation. Video descriptions are read by assistive technology (for example, VoiceOver) when someone uses that technology to access your presentation. Video descriptions aren’t visible anywhere in your presentation.

1. Tap the video to select it, tap 📌 in the navigation bar, then tap Movie.
2. Tap Description, then tap in the text box and enter your text.

If you export your presentation as a PDF, video descriptions are still readable by assistive technology. See Export to PowerPoint, animated GIF, or another file format in Keynote on Apple Vision Pro.

To add descriptions to an image, see Add an image description.

View the presentation soundtrack

You can add a soundtrack in Keynote on your iPhone, iPad, or Mac, then view the playlist and play it on your Apple Vision Pro. A soundtrack begins playing when the presentation starts. If there are slides that already have video or audio, the soundtrack also plays on those slides.

A file added as a soundtrack always plays from its beginning.

1. To view the soundtrack, ⊙ in the navigation bar, tap Presentation Options, then tap Soundtrack.
2. Tap Loop to have the soundtrack repeat until the presentation ends.

   You may need to swipe up to see these options.

Some media files are protected under copyright law. Some downloaded media may be played only on the device where the download occurred. DRM (digital rights management) protected music can't be added to the presentation soundtrack.

Edit video in Keynote on Apple Vision Pro

After you add video to a slide, you can set it to repeat in a loop or play continuously through multiple slides.

Set video looping

1. Tap the video on the slide to select it., then 🎞 in the format bar.
2. To set when the video starts playing on the slide, choose one of the following:
   - *When you tap the slide:* Turn on Start on Tap.
   - *Automatically when the slide appears:* Turn off Start on Tap.
   - *Continuously through multiple slide transitions:* Turn on Play Across Slides. Video now plays continuously even if you change their size and position between consecutive slides. For additional information and templates related to playing video through slide transitions, see this Apple Support article.
   - *Restart the video file when a new slide appears:* Turn off Play Across Slides.
3. To set media to repeat until you advance the slide, choose how you want it to play:
   - *Play in a continuous loop:* Tap Loop.
   - *Play forward and then backward:* Tap Back & Forth.

Add live video in Keynote on Apple Vision Pro

You can add a live video that uses your Persona on a slide. During a presentation, your Persona is visible only when the slide it's on appears. You can turn the live video on and off at any time.

Important: During a multipresenter slideshow, only the cameras connected to the host's Mac or device can be used as live video sources. To learn more about multipresenter slideshows, see Play a slideshow with multiple presenters.

Add live video

1. Tap in the toolbar, then tap Live Video.

   A live video connected to your Persona (beta) appears on the slide.

Edit the look of a live video

1. Tap the live video on the slide to select it, then tap in the format bar.
2. Do any of the following:
   - *Zoom the camera in or out:* Pinch and drag the Scale slide right to zoom in and left to zoom out.
   - *Change the shape of a live video:* Tap Mask, then select the size or shape you want.
   - *Reshape the corners of a live video:* Increase the number in the Corner Radius box to make the corners rounder, or decrease it to sharpen them.

Remove or change the background of a live video

1. Tap the live video on the slide to select it, then tap in the format bar.
2. Tap Background, then turn on Add Background.
3. Use the controls to customize the background, including a transparent background, a color or gradient, and more.

Play or pause live video

To turn a live video feed on or off, do any of the following:

- *While the slideshow is not playing:* Tap the live video on the slide to select it, then tap in the format bar.
- *While the slideshow plays:* Pinch and hold until the toolbar appears on the bottom of your screen, tap , then use the controls to turn the live video on or off.

Set the movie format in Keynote on Apple Vision Pro

Keynote can convert HEVC movies to H.264 so they can be viewed on older Mac computers and older iOS devices.

Don’t allow HEVC movies

1. Tap in the navigation bar, then tap Settings.
2. Turn on Optimize for Older Devices.

Position and style objects

Align objects in Keynote on Apple Vision Pro

You can align multiple objects relative to one another, specify an object's location using its *x* and *y* coordinates, or move an object using gestures.

Note: If an object is placed inline with text, you can reposition it only by pinching and dragging (or cutting and pasting) it to a new location in the current text flow or to another text box or shape. To move an inline object outside a text box or shape, see Move an inline object to the slide.

Align an object using *x* and *y* coordinates

1. Tap to select an object, or tap in the toolbar to select multiple objects.
2. Tap the objects you want to align, or tap Select All, then tap Done.
3. Tap , then tap Arrange.
4. Tap the numbers next to X or Y, then enter values you want.

   The value for X is measured from the slide's left edge to the object's upper-left corner.

   The value for Y is measured from the slide's top edge to the object's upper-left corner.

Align multiple objects

You can align objects so they line up along a vertical or horizontal axis. You can also position objects so there is equal spacing between them on a horizontal or vertical axis, or on both axes

1. Tap to select an object, or tap to select multiple objects.
2. Tap the objects you want to align, or tap Select All, then tap Done.
3. Tap in the format bar, then tap an option.

   The objects align to the object most in the direction you selected. For instance, if you align three objects to the left, the leftmost object doesn't move, and the other objects align to it.

Add and align text inside a shape

1. Double-tap the shape to make the keyboard appear, then type your text.

   If a clipping indicator appears, which signifies there's too much text to display in the shape, tap the shape, then pinch and drag any blue dot on the shape's border until all the text is showing.

2. To align the text in the shape, tap the shape, tap Aa in the format bar, then tap any alignment button.

You can also place an object inside a shape so it appears inline with the text.

Turn alignment guides on or off

1. Tap in the navigation bar, then tap Settings.

2. Adjust the settings for one or more of the following guides:

   - *Edge Guides:* Appear when an object's edges align with the edges of another object.

   - *Center Guides:* Appear when an object's center aligns with another object or the center of the slide.

   - *Spacing Guides:* Indicate when three or more objects are placed equally apart in a line.

3. Tap Done.

Place objects inside a text box or shape in Keynote on Apple Vision Pro

You can place images, image galleries, videos, shapes, and equations inside a text box or shape. The inner (*nested*) object is automatically placed inline with any text in the outer text box or shape (*parent* object), so that it sits with and moves with the text as you type.

Place objects inline with text in a text box or shape

1. If you haven't already added a text box or shape to your slide, or haven't added the object you want to paste inside it, tap in the toolbar, then tap to add the objects you want to work with.

2. Select the object you want to nest inside a text box or shape, tap ••• in the format bar, then tap .

   If the object is on the slide, tap to select it; if it's inline with text, double-tap to select it.

3. Double-tap the text box or shape where you want to paste the object, tap it again, then tap Paste.

   The pasted object is nested inside the parent object. If you see a clipping indicator at the bottom of the object, you need to resize it to see all of its contents.

4. To add text after the nested object, inside the parent object, then tap [the Add text button].

   If you accidentally select the nested object (three selection handles appear), tap outside it to move the insertion point into the parent object (such as the text box).

   Tip: If the nested object is a shape, you can place an image, shape, or equation inside it. Double-tap to see the insertion point in the nested shape, then type or paste the new text or object inside it.

Move an inline object to the slide

You can move an inline object to the slide so that it's no longer nested inside another object.

1. Double-tap the inline object to select it.

2. Tap in the navigation bar, then tap Arrange.

3. Tap Move to Slide.

Layer, group, and lock objects in Keynote on Apple Vision Pro

You can work with and arrange the objects on a slide in a number of ways:

- Layer (or stack) objects to create the appearance of depth
- Group objects to more easily move, resize, or rotate them as a single unit
- Lock objects to avoid inadvertently moving, modifying, or deleting them

Layer objects

1. Pinch and drag an object so that it overlaps with one or more other objects.
2. Tap the object, tap , then pinch and drag the slider until the object is layered where you want it.

Group or ungroup objects

1. Tap to select multiple objects.
2. Tap the objects you want to align, or tap Select All, then tap Done.
3. Tap in the format bar, then tap Group.

   You may need to tap the group of objects to see the format bar.

To ungroup objects, tap the group, then tap in the format bar, then tap Ungroup.

Lock or unlock objects

When an object is locked, you can’t move, delete, or modify it in any way until you unlock it.

1. Tap an object to select it.
2. Tap in the format bar, then tap .

To unlock an object, tap it, then tap .

Resize, rotate, and flip objects in Keynote on Apple Vision Pro

You can resize an object freely, to modify its proportions any way you like, or proportionally, to make it larger or smaller without changing its essential shape. You can also set it to have specific dimensions. You can rotate or flip any object except a table, chart, or image gallery.

Resize an object

1. Tap an object or group of objects to select it.

   If you don't see blue dots around the object, the object is locked; you must unlock it before you can resize it. See Lock or unlock objects.

2. To choose whether the object resizes freely or proportionally, tap 🖈, tap Arrange, then turn Constrain Proportions off or on.

   Note: Groups containing certain objects can only be resized proportionally. These objects include images and movies that have been rotated, and shapes that have a green dot when selected.

3. Do one of the following:

   - *Resize freely:* Pinch and drag a blue dot on the top, bottom, or sides (not a corner) of the object.

     This action is possible only if Constrain Proportions is turned off (see step 2, above).

   - *Resize proportionally:* Pinch and drag a corner selection handle diagonally.

   - *Resize from the center:* Pinch and hold a blue dot, pinch and hold the middle of the object, then pinch and drag the blue dot.

   - *Resize to specific dimensions:* Tap 🖈, tap Arrange, tap W or H, then enter values for Width and Height.

Rotate an object

Note: You can't rotate a table, chart, or image gallery.

To rotate an object, do one of the following:

- Tap the object to select it, pinch and hold the object with both hands, then turn your hands in the direction you want to rotate the object.

  Don't look at the blue dots while you rotate the object.

- Tap to select an object, tap 🖈, tap Arrange, then tap Rotate. Pinch and drag the wheel below Rotate, or enter a degree value to specify the angle at which you want to rotate the object.

Flip an object

Note: You can't flip a table, chart, or image gallery.

1. Tap an object to select it, then tap 🖈.

2. Tap Arrange, then tap Flip Vertically or Flip Horizontally.

Change how an object looks in Keynote on Apple Vision Pro

A quick way to change how an object looks is to apply an object style to it. Every theme includes object styles—sets of attributes like colors, borders, and shadows—that are designed to look good with the theme.

You can also make changes to individual options, such as adding a fill, reflection, or shadow, or changing the transparency of an object.

Apply a style to an object

After applying a style to an object, you can further change its look by choosing your own options for border or color, for example.

To use object style with tables, see Use table styles in Keynote on Apple Vision Pro. To use object styles with charts, see Apply a style to an object.

1. Tap an image, shape, text box, line, arrow, or video, then tap in the navigation bar.
2. Tap Style, then tap a style to apply it.

Fill with a color or gradient

- *Add a fill:* Tap a shape or text box to select it, tap in the format bar, then choose a fill option (such as a color or gradient).
- *Remove a fill:* Tap a shape or text box to select it, tap in the format bar, then choose .

Add a reflection or shadow

1. Select an object, tap , tap Style, then do one of the following:
   - *Add a reflection:* Turn on Reflection, then drag the slider to make the reflection more or less visible.
   - *Add a shadow:* Turn on Shadow, then tap a shadow style.

     You can also add shadows in the format bar. For example, tap a text box, tap in the format bar, then choose a shadow style

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Add a border

You can add a border, such as a picture frame or a dotted line, around an image, shape, text box, or video, then modify the border's thickness, color, and other attributes.

Note: To add or change a border for a chart, see Add a border to a chart.

- Tap to select an image, shape, text box, or video, tap in the format bar, then use the controls that appear to adjust the look of the border.

Change object transparency

You can create interesting effects by making objects more or less opaque. When you put a low-opacity object on top of another object, for example, the bottom object shows through.

1. Tap to select an image, shape, text box, line, arrow, drawing, or video.
2. Tap in the format bar, then drag the Opacity slider.

Add a caption or title to objects in Keynote on Apple Vision Pro

You can add a title or descriptive caption to most objects, including drawings, equations, images, image galleries, movies, shapes (not including lines), tables, eight-handled text boxes, and charts.

If you have grouped objects in your presentation, you can also add a caption or title that applies to the entire group.

Add a caption

1. Select the object you want to add a caption to.
2. Tap in the navigation bar, then based on the object you selected, do one of the following:
   - *For shapes, images, movies, text boxes, and equations:* Tap the Style tab, tap Title and Caption, then turn on Caption.
   - *For drawings:* Tap the Drawing tab, tap Title and Caption, then turn on Caption.
   - *For tables:* Tap the Table tab, then turn on Caption.
   - *For charts:* Tap the Chart tab, then turn on Caption.
   - *For image galleries:* Tap the Gallery tab, tap Title and Caption, turn on Caption, then choose whether to include a different caption for each image or the same caption for all images.
   - *For grouped objects:* Tap Title and Caption, then turn on Caption.
3. Double-tap the placeholder caption below the object, then type your caption.
4. To change the font, size, style, or other formatting, tap the caption (or tap the object, then tap the caption), tap , then in the Caption tab, make your choices.
5. To hide the caption, turn off Caption.

   If you turn on Caption again, the previous caption reappears.

Add a title

1. Select the object you want to add a title to.
2. Tap in the navigation bar, then do one of the following:
   - *For shapes, images, movies, text boxes, and equations:* Tap the Style tab, tap Title and Caption, then turn on Title.
   - *For drawings:* Tap the Drawing tab, tap Title and Caption, then turn on Title.
   - *For tables:* Tap the Table tab, then turn on Title.

     You can also tap the table, tap in the format bar, then tap Title.
   - *For charts:* Tap the Chart tab, then turn on Title.

     You can also tap the chart, tap in the format bar, then tap Title.
   - *For image galleries:* Tap the Gallery tab, tap Title and Caption, then turn on Title.
   - *For grouped objects:* Tap Title and Caption, then turn on Title.
3. To change the location of the title, choose “On Top” or “On Bottom.”

   If you choose “On Bottom” and add a caption, the caption always appears below the title.

   For donut charts, tap Position, then choose “Top” or “Center.”

   Note: Some objects, such as tables and most charts, can only have titles that appear on top of the object.
4. Double-tap the placeholder title, then type your title.
5. To hide the title, turn off Title.

   If you turn on Title again, the previous title reappears.

Add linked objects to make your presentation interactive in Keynote on Apple Vision Pro

You can enable objects to act as links that viewers click to jump from one slide to another. This is especially useful when you want to create an interactive presentation that lets viewers choose their own path through the slideshow.

Objects that can be turned into links include shapes, lines, images, image galleries, drawings, text boxes, equations, groups of objects, and animated drawings.

Add a link to a slide

1. Tap the object you want to turn into a link, tap ••• in the format bar, then tap Link.
2. Choose one of the slide options or tap Link to Slide and specify the number of the slide you want the link to lead to.
3. To verify the link's destination, tap <, then tap Go to Slide.

Linked text is underlined, and a link button (a curved arrow) appears in the lower-right corner of a linked object. (The link button isn't visible when you play your presentation.)

Edit or remove a link

- Tap the link button next to the object, tap Link Settings, then select a different destination.
- To remove the link, tap Remove.

Play a presentation interactively

To use linked objects to navigate between slides, you must set your slideshow to play as a Normal or Links Only presentation type (Self-Playing won't let you use links). You can also set your presentation to play immediately after it's opened, continuously on a loop, or from the beginning if left idle.

1. Tap ••• in the navigation bar, tap Presentation Options, tap Presentation Type, then choose an option that supports interactive presentations:
   - *Normal:* The presentation changes slides or starts animations when the viewer taps or swipes the screen, or taps a link on the slide. This is useful if you want to present slides sequentially.
   - *Links Only:* The presentation changes slides only when the viewer taps a link on the slide. This is useful if you want to present an interactive slideshow in a kiosk setting, or if you want to present slides in nonsequential order.
2. Set any of the playback options:
   - *Loop Slideshow:* Turn on to have the presentation start replaying from the first slide at the end of the slideshow.
   - *Restart Show if Idle:* Turn on, then drag the slider to set the amount of idle time with no viewer interaction before the presentation returns to the first slide.
3. To start the presentation, tap to select the slide you want to begin with in the slide navigator on the left, then tap ▶ in the navigation bar.

Add and edit text

Add text in Keynote on Apple Vision Pro

To add text to a slide, you can replace placeholder text, or add a text box or shape then type text in them.

Tip: On Apple Vision Pro, you can connect your Magic Keyboard if you prefer to type with a physical keyboard. See Connect headphones, game controllers, and other Bluetooth accessories to Apple Vision Pro.

Replace placeholder text

- Double-tap placeholder text, then type your own.

If the theme has placeholder text that you want to remove, tap the text once to select the text box, tap ••• in the format bar, then tap 🗑.

Add a text box

Text boxes are objects that can be modified like most other objects. You can rotate the text box, change its border, fill it with a color, layer it with other objects, and more.

1. Tap A in the toolbar.

   A text box is added to your slide (you can change how the text looks later).

2. Pinch and drag the text box to where you want it.

3. Double-tap the placeholder text, then enter your own.

4. To resize the text box, pinch and drag the selection handle on the left or right side of the box.

To delete a text box, tap it, tap ••• in the format bar, then tap 🗑.

Add text inside a shape

- Double-tap the shape to make the keyboard appear, then type your text.

  If there's too much text to display in the shape, a clipping indicator ➕ appears. To resize the shape, tap it, then drag any selection handle until all the text is showing.

You can change the look of text inside the shape just like any other text on your slide.

Copy and paste text

1. Select the text, tap ••• in the format bar, then tap ⎘.

   Note: If you want to remove the text from its original location, tap ✂ instead.

2. Tap where you want to paste the text, then tap Paste.

   You may need to tap a second time to see the Paste option.

Change the look of text in Keynote on Apple Vision Pro

You can change how text looks by changing its font, size, or color, or by adding bold, italic, or other formatting. You can also fill text with gradients or images, or add an outline. To highlight text, you can add color behind it.

Change text appearance

1. Select the text you want to change—or tap a text box, shape, or table cell—then use the controls in the format bar to change text size and color, apply bold, italic, underline, or strikethrough, and more.

   For more formatting options, you can also tap ••• in the format bar, then tap Format Options.

Note: By default, the font size automatically changes to fit inside most text boxes. To manually adjust the font size, select the text box and tap 🖈, then turn off Shrink Text to Fit at the bottom of the Text menu.

Change the color of text or fill text with an image

- Select the text you want to change, tap Aa in the format bar, then use the controls to choose a color, gradient, fill text with an image, and more.

  Tip: If you fill text with an image, you can change how it fills the object. Choose an option like Original Size, Tile, or Scale to Fit.

Add or remove an outline around text

1. Select the text you want to change—or tap a text box, shape, or table cell—then tap in the navigation bar.
2. Tap Cell (for text in a table) or Text (for text in a shape or text box) to show the text controls.
3. Tap ••• in the Font section of the controls.
4. Turn Outline on or off.
5. If you add an outline, use the controls to change its style, color, and width.

Add a background color to text

You can add color behind any selection of text—individual characters, words, or entire paragraphs—to create a highlight effect.

1. Select the text you want to change—or tap a text box or shape—then tap in the navigation bar.

   If you don't see text controls, tap Text.
2. Tap ••• in the Font section of the controls.
3. Tap Text Background, then choose a color or preset.

To remove the background color from selected text, tap Preset, then tap No Fill.

You can keep text formatting consistent in a presentation by creating and using text styles.

Use text styles in Keynote on Apple Vision Pro

Paragraph styles and *character styles* are sets of attributes—like a font size and color—that determine how text looks. Using text styles helps you keep text formatting consistent throughout your presentation. For example, when you apply the paragraph style Heading to text, that text automatically matches other headings that use that style.

Paragraph styles apply to all of the text in a paragraph, while character styles apply only to a selected word or character. A paragraph style may contain multiple character styles within it.

Every Keynote theme includes predesigned text styles. When you replace placeholder text, your content uses that paragraph style and any character styles it contains. You can add your own text styles, modify existing styles, and delete any you don't want to keep. Any changes you make to styles affect only the presentation where you changed them.

Note: You can't apply a paragraph style or character style to text in a table cell.

Apply a paragraph style

1. Select one or more paragraphs, then tap in the navigation bar.

   If you don't see text controls, tap Text.

   You can only apply a paragraph style to text in a text box or shape.

2. Tap the style name below Paragraph Style, then tap a new paragraph style.

Apply a character style

Every Keynote theme includes character styles that consist of formatting attributes such as bold, an underline, or superscript. You can apply character styles to text in text boxes and shapes, but not to text in table cells.

1. Select the words or characters you want to format, then tap .

   If you don't see text controls, tap Text.

2. Tap ••• above the font size controls.

3. Tap the character style name (it may say None), then tap a character style.

Create or modify a paragraph style

To add a new style, you first modify the text of a paragraph in your presentation to look the way you want, then create the new style based on that text.

1. Select the text where you want to create a new style, or tap in text that uses the style you want to change.

2. Tap in the navigation bar, then change the text appearance (font, font size, color, and so on) however you want.

   An asterisk and an Update button appear next to the paragraph style name to indicate that the style has been modified.

3. Do one of the following:

   - *Create a new paragraph style:* Tap the style name (but not the Update button), tap at the top right of the controls, then tap + at the top left of the controls. The new style is selected and appears with a temporary name (you can type a new name for it). Any text that uses the original style isn't changed.

   - *Apply the changes to the style and keep the same name:* Tap Update next to the style name. Any text that uses this paragraph style is updated with the changes.

- *Revert changes to a paragraph style:* Tap the style name (but not the Update button), then tap the style name in the Paragraph Style menu (but not the Update button). The Update button is removed and the style is reverted to its original format.

Create a character style

You can create your own character styles for text in text boxes and shapes, but not in table cells.

1. Select the text you want to format, then tap in the navigation bar.
2. Use the text controls to change the text appearance, then (if necessary), tap Text to return to the font controls.
3. Tap ••• above the font size controls.
4. Under Character Style, tap None*.

   An asterisk appears next to a style name when the selected text has a formatting change.
5. Tap in the top-right corner of the controls, then tap + in the top-left corner.

   The new style is selected in the menu and appears with a temporary name.
6. Type a name for the new style, then tap Done at the top of the controls.

Modify a character style

You can modify a character style so that all text that uses the character style is automatically updated to match, or create a new style based on an existing style.

1. Select the text that uses the style you want to change.

   Note: If you want to modify a character style that isn't being used yet in your presentation, first select some text and apply the style to it (see the task above). Then select that text and continue with the steps below.
2. Tap in the navigation bar.

   The character style being used appears below Text Color in the controls.
3. Use the text controls to change the text appearance.

   An asterisk appears next to the character style name to show that the text has been modified from its original formatting.
4. Tap the right arrow next to the character style name, then do one of the following:

- *Apply the changes to the style and keep the same name:* Tap Update next to the style name. Any text that uses this style is updated with the changes.
- *Create a new style with a new name:* Tap ✎ in the top-right corner of the controls, then tap ＋ in the top-left corner. Type a name for the new style. Only the currently selected text uses this style until you apply it to other text.
- *Revert changes to a character style:* Swipe left on the style name (you see Clear Overrides on the right). The formatting changes for the selected text are removed and the formatting of the original character style is retained.

Why does the style have an asterisk or Update button next to it?

When you change the appearance of text (its color or size, for example), an asterisk (*), or an asterisk and an Update button, appear next to the style name to indicate that it has *overrides*.

To deal with an override, you can do one of the following:

- *Ignore it:* Leave the override in place, and keep the edits you made to your text. Other text that uses the style isn't affected and the asterisk and Update button remain.
- *Update the style to incorporate the overrides:* Tap Update. The style is updated with your changes, all text in your presentation that uses the style is also updated, and the asterisk and Update button are removed.
- *Remove the override:* Tap the style name (but not the Update button). In the style menu, tap the style name. Your text reverts to its original appearance and leaves the style unchanged.

If you select some text in a paragraph that has a paragraph style applied to it, and then change its appearance, you may see only an asterisk next to the character style name and not an Update button for the paragraph style.

Redefine a style

You can modify an existing text style, then redefine the style to use the new formatting.

1. Select the text you modified, then tap 📌 in the navigation bar.
2. Tap the style name that appears (it doesn't have to be the style you want to redefine).
3. Swipe left on the style you want to modify, then tap Redefine.

   The name of the style doesn't change.

Copy a text style

You can copy just the style of selected text and apply that style to other text.

1. Do one of the following:

- Select the text with the style you want to copy. The style of the *first character in the text selection* is what's copied. Select carefully—if the first character in your selection is a white space, the text where you paste the style is replaced by white space.
- Place the insertion point in the text with the style you want to copy. Everything that you would see if you were to begin typing at the insertion point is copied. That includes any paragraph style, character style, and style overrides applied to that text.

2. Tap ••• in the format bar, then tap Copy Style.
3. Select other text where you want to apply the style, or place the insertion point in text, tap •••, then tap .

   If you place the insertion point in a paragraph or select full paragraphs, text boxes, or shapes, existing paragraph or character styles are replaced with what you paste.

   If you select one or more partial paragraphs (for example, one or more words in a paragraph), or a full paragraph and part of another, only character styles and not paragraph styles are applied to the selected text.

Delete a style

You can delete a text style that isn't being used in your presentation. You might want to do this to simplify the menu.

1. Tap in any text, then tap in the navigation bar.
2. Tap ••• above the font size controls.

   Alternatively, if a character style name appears below Text Color, you can tap the character style name.
3. Tap in the top-right corner of the controls.
4. Tap to the left of the style you want to delete, then tap the Delete button that appears on the right.
5. If the style was applied to text in the presentation, select a replacement style for the text that uses it, then tap Done.

Format characters and punctuation in Keynote on Apple Vision Pro

You can quickly make selected text all uppercase or lowercase, or format text as a title, with the first letter of each word capitalized.

Modify capitalization

1. Select the text you want to change, then tap 🖈 in the navigation bar.
2. Tap ••• in the Font section of the controls.

   If you don't see text controls, tap Text or Cell.
3. Tap a capitalization option.
   - *None:* The text is left as you entered it, with no changes.
   - *All Caps:* All text is capitalized at the same height.
   - *Small Caps:* All text is capitalized with larger capitals for uppercase letters.
   - *Title Case:* The first letter of each word (except for prepositions, articles, and conjunctions) is capitalized—for example, *Seven Wonders of the World*.
   - *Start Case:* The first letter of each word is capitalized—for example, *Seven Wonders Of The World*.

Turn ligatures on or off for selected text

You can affect character spacing with *ligatures*, a decorative joining of two characters to form a single typographic character. You can use ligatures in your presentation if the font you're using supports them.

1. Select the text you want to change, or select a text box to change all the text in it.
2. Tap 🖈 in the navigation bar, then tap ••• in the Font section.

   If you don't see text controls, tap Text or Cell.
3. Tap a Ligatures option:
   - *Default:* Uses the default ligature settings for the font you're using, which may not be all of the ligatures available for the font.
   - *None:* Uses regular spacing with no ligatures for the font.
   - *All:* Uses all available ligatures for the font.

Add drop caps

A drop cap is a decorative first character (a large letter or combination of characters) that you can style and position at the beginning of a paragraph. You can add a drop cap to text inside a shape and inside text boxes with eight selection handles.

1. Double-tap to place the insertion point inside a shape or eight-handled text box.

2. Tap 🖈 in the navigation bar, then turn on the Drop Cap setting at the bottom of the Text menu.

   If the text box or shape already contains text, a drop cap is added to the start of the paragraph that contains the insertion point. If the text box or shape is empty, the drop cap appears when you start typing.

3. Do any of the following:

   - *Quickly change the appearance of the drop cap:* Select a preset style in the menu below the Drop Cap switch.
   - *Change the position of the drop cap or add a background shape:* Tap Drop Cap Options, then make any adjustments.
   - *Use a different font style, size, or color for only the drop cap (not the entire paragraph):* Select the drop cap, then make your choices in the format bar.

Format fractions automatically

You can set Keynote to automatically format fractions as you type them. The setting doesn't apply to fractions you type in table cells or comments.

1. Tap ⋯ in the navigation bar, tap Settings, then tap Auto-Correction.
2. Turn on Auto-Format Fractions, then tap Done.
3. Type a fraction (for example, 1/2), then tap the Space bar and keep typing, or tap Return.

The setting applies to text you type from now on—it doesn't change fractions you've already typed.

Create and use character styles in Keynote on Apple Vision Pro

A character style is a set of font attributes—such as size, color, and styling like bold, italic, and strikethrough—that determines how text looks. When you style text to look a certain way, you can save that look as a custom character style so that you can easily apply it to other text in your presentation.

Apply a character style

1. Select the words you want to format.
2. Tap 🖈 in the navigation bar, then tap the Text tab.
3. In the Font section, tap •••, tap pop-up menu below Character Styles, then choose a style.

Create a new character style

1. Select one or more of the words with the formatting you want to save as a style.
2. Tap in the navigation bar, then tap the Text tab.
3. In the Font section, tap •••, tap the pop-up menu below Character Styles, then tap .
   - *Create a new style with a new name:* Tap + in the top-left corner of the Character Styles menu, then type a name for the style.
   - *Create a new style based on an existing style:* Swipe left on a style, then tap Redefine (characters that used the original style aren't changed).
4. Type a name for the style.

Note: To create a character style from text with a background color, select only part of the text, not a full paragraph or heading.

Update or revert a character style

If you change the appearance of characters that have a character style applied to them, an asterisk, and in some cases an Update button, appears next to the style's name in the Character Styles pop-up menu. This indicates that the style has an *override* for those characters.

If you want to keep the overrides without updating the style, do nothing. The text retains your changes, and an asterisk appears next to the character style name whenever you select the text.

If you don't want to keep the overrides, you can revert back to the original character style, update the character style with your changes, or use the overrides to create a new character style.

1. Select one or more words with the character style you modified.
2. Tap in the navigation bar, tap the Text tab.
3. In the Font section, tap •••, then tap the pop-up menu below Character Styles.
4. Do one of the following:
   - *Update the style to use the overrides:* Tap the Update button (if there is one), or move the pointer over the style name, tap the arrow that appears, then choose Redefine from Selection. All text in the presentation that uses that style is also updated.
   - *Remove the override:* Tap the style name in the list. The changes that caused the override are removed.

Rename a character style

1. Tap in any text, tap in the navigation bar, then tap the Text tab.
2. In the Font section, tap •••, tap the pop-up menu below Character Styles, then tap .
3. Tap the style, then type a new name.

Delete a character style

1. Tap in any text, tap in the navigation bar, then tap the Text tab.
2. In the Font section, tap •••, tap the pop-up menu below Character Styles, then tap .
3. Tap next to the style, then tap Delete.

   If the style is being used in the presentation, you see an alert and can choose a replacement style.

Align and space text in Keynote on Apple Vision Pro

Insert a tab in text

You can set tab stops to align text left, right, at the center, or on a decimal point. When you insert a tab, the insertion point and any text to the right of it move to the next tab stop, and text you enter starts at that point.

1. Tap the text to place the insertion point where you want to insert a tab stop, then tap again.
2. Tap Insert in the menu that appears, then tap Tab.

   You may need to tap > to see Insert.

   The insertion point moves to the closest tab stop. Tapping Tab again moves to the next tab stop, and so on.

Align and justify text

You can adjust text in a table cell, text box, or shape so that it’s aligned to the left or right, centered, or aligned on both the left and right (justified).

1. Tap a text box or shape; if you’re working in a table, tap a table cell or select a row or column.
2. Tap Aa in the format bar, then tap any of the alignment buttons.

Set text margins

You can adjust the amount of space between text and the text box or shape that contains it.

1. Tap a shape or text box, or select specific text.
2. Tap in the navigation bar, then tap Text (if it's not already selected).
3. In the Margin section, tap ⊕ or ⊖ to decrease or increase the margin, or tap the margin size and enter a new value.

Format columns of text

1. Tap a shape or text box, or .
2. Tap in the navigation bar, then tap Text.
3. Tap Columns, then do any of the following:
   - *Change the number of columns:* Tap ⊕ or ⊖, or tap the number of columns and enter a new value.
   - *Set column width:* To use the same width for all columns, turn on Equal Column Width. To set different column widths, turn this option off, then tap ⊕ or ⊖ below each column number in the Column Size section, or tap the column width and enter a new value.
   - *Set the space between columns:* Tap ⊕ or ⊖ next to Gutters, or tap the gutter width and enter a new value. If you have more than two columns, you can adjust the gutter width between each column.

Adjust the space between lines

1. Tap a shape or text box, or select the text in a text box.

   You can't adjust line spacing for text in a table cell.

   Note: If you're using paragraph styles in your presentation and want to incorporate the line spacing change in the paragraph style, drag past the last character in the paragraph to include the formatting symbol (it's invisible until you drag over it). See Use text styles in Keynote on Apple Vision Pro.

2. Tap in the navigation bar, then tap Text.

3. Tap Line Spacing, then do any of the following:

   - *Set the spacing between lines of text:* Tap or next to Spacing, or tap the value next to Spacing and enter a new value.

   - *Set the amount of space before or after a paragraph:* Tap or next to Before or After, or tap the value next to Before or After and enter a new value.

Format lists in Keynote on Apple Vision Pro

Keynote detects when you're creating a list if you begin a sentence with a dash or with a number or letter followed by a period. You can also select text, then format it as a simple list or one with a complex hierarchy. Tiered lists, such as those used in legal documents, use nested numbers or letters (for example, 3., 3.1., 3.1.1.).

You can change the number or letter style, change the indentation, and create your own text and image bullets to customize a list. If you create a list whose formatting you want to use again in the same presentation, you can save it as a new list style.

Create and format a list

1. Double-tap the text box or shape where you want to add a list.
2. Enter the first item in your list, type a dash, a letter, or a number followed by a period (for example, *1.* or *A.*), then enter the first item in your list.
3. Tap Return, then continue entering list items, tapping Return after each.

   Each new line automatically begins with the same character you started with. Numbers and letters are incremented accordingly.
4. To end the list, select the text where you want to end the list, tap ☰ in the format bar, then tap None.
5. To format a list, select a bullet or list, tap 🖌 in the navigation bar, then tap Text.
6. Do any of the following:
   - *Change the indentation level (hierarchy) of the selected items:* Tap an outdent or indent button below Bullets & Lists.
   - *Adjust the line spacing:* With all list items selected, tap Line Spacing, then tap ⊕ or ⊖ next to Spacing to decrease or increase the spacing.

If you don't want Keynote to automatically format text as a list when you begin a sentence with a dash, or with a number or letter followed by a period. Tap ⋯ in the navigation bar, tap Settings, tap Auto-Correction, then turn off Auto-Detect Lists.

Change the number or letter sequence

You can use numbers or letters in various formats to designate levels of hierarchy in an ordered list.

1. Do one of the following to select the list items whose number or letter you want to change:
   - *Select one list item:* Tap the bullet or symbol next to the list item.
   - *Select multiple list items:* Double-tap after the text in the last item you want to select, then drag the selection handles to include all the items you want to change.
2. Tap 🖌 in the navigation bar, then tap Bullets & Lists.
3. Tap a number or letter style (such as Lettered or Numbered) to apply it to the selected text.
4. Tap ⓘ next to the style.
5. Tap Format, then choose a number or letter sequence.

6. Tap <, then use the Edit List Style controls to change the indent, color, and size of the letters or numbers.

7. To use nested numbers or letters (for example, 3., 3.1., 3.1.1.), turn on Tiered Numbers.

8. To create nonsequential numbering, turn off Continue Numbering, then tap ⊕ or ⊖ to set the starting number.

An asterisk or an Update button next to a list style indicates that one or more list items that use the style has formatting changes. If you want formatting to match, select the list items with the formatting you want to keep, then tap the Update button. Any list items that had changes are updated to match the ones you selected.

Note: Line spacing isn't included in a list style.

Customize bullets

You can use a variety of text and image bullets to add a custom look to a list. Any text characters, emoji, and images can act as bullets.

1. Do one of the following to select the list items whose bullets you want to change:

   - *Select one list item:* Tap the bullet or symbol next to the list item.

   - *Select multiple list items:* Double-tap after the text in the last item you want to select, then drag the selection handles to include all the items you want to change.

2. Tap 📌, then tap Bullets & Lists.

3. Tap ⓘ next to the bullet style you want to change.

4. Tap Text Bullet or Image Bullet, then do one of the following:

   - *For text bullets:* Tap a bullet style to apply it. To use a different character, tap "Tap to add" next to Custom Bullet, tap the character or emoji you want to use, then tap Return.

   - *For image bullets:* Tap an image bullet to apply it. To use a custom image, tap Custom Bullet, then choose an image, or tap "Insert from" and choose an image.

5. To change the bullet size or alignment, tap Back and use the Edit List Style controls to make changes.

6. When you're finished, tap the slide to close the controls.

Update or revert a list style

Changing the appearance of a list—by changing the bullet or number style or the spacing of indents, for example—results in style *overrides*, which are indicated by an asterisk next to the list style name.

If you want to keep the overrides without updating the style, do nothing. The text retains your changes, and an asterisk appears next to the list style name whenever you select or edit the list.

You can also update the list style with your changes so every item that uses the style gets an update. If you don't want to keep the overrides, you can revert the list item back to the original list style.

1. Tap the bullet, letter, or number for a list item with an override, then tap in the navigation bar.

   When an item with an override is selected, you see an asterisk next to the style name in Bullets & Lists.

2. Tap the style name, then do one of the following:

   - *Remove the overrides and revert to the original list style:* Tap the style name (avoiding the Update button). The formatting changes are removed and the item matches the formatting of other list items that use this style.
   - *Update the style to use the overrides:* Tap Update. All list items that use this style are updated to match the new formatting.

Note: List styles include only the formatting you set using the Edit List Style controls in Bullets & Lists.

Create, rename, or delete a list style

1. Select any text in a list that uses the style you want to rename or delete.
2. Tap in the navigation bar, then tap Bullets & Lists.
3. Tap in the top-right corner of the Bullets & Lists controls.
4. Do one of the following:
   - *Create a new style:* Tap in the top-left corner of the controls to create a duplicate of the style used by the text you selected. Type a new name for the style, then change its formatting.
   - *Rename a style:* Tap the style name, then type the new name.
   - *Delete a style:* Tap , then tap Delete. If the style is used somewhere else in the presentation, a dialog asks you to choose a replacement style.
   - *Rearrange the styles in the list:* Tap and hold to the right of the list name, then drag the style to a new location.

Add a link in Keynote on Apple Vision Pro

Add a link

You can turn text or certain objects (shapes, lines, images, image galleries, movies, drawings, text boxes, equations, groups of objects, and animated drawings) into a link that:

- Jumps to another slide (such as to make your presentation interactive)
- Opens a website or email message
- Calls a phone number

You can edit the link text or destinations, or remove the links so that the text again behaves as normal text.

1. Tap an object, text box, or selected text you want to turn into a link, tap ••• in the format bar, then tap Link.
2. Tap Link To and choose a destination (Slide, Webpage, Email, or Phone Number).
3. Specify details for the destination:
   - *Slide:* Goes to another slide in the presentation. Choose one of the slide options or tap Link to Slide and choose a slide number.

- *Webpage:* Opens a webpage in a browser. In the Link field, enter the URL for the webpage. For a text link, in the Display field enter the text you want readers to see. For example, you may want to show the domain name and not the entire web address.
- *Email:* Opens an email message, with the address you provide in the To field. For a text link, in the Display field enter the text you want readers to see. For example, you may want to show the recipient name and not the entire email address. Enter a subject in the Subject field or leave it blank.
- *Phone Number:* Calls a phone number. In the Number field, enter a phone number. In the Display field, enter the text you want readers to see. For example, you may want to show the name of the business or person the number belongs to.
- *Exit Slideshow:* Ends the slideshow.

4. To verify the destination, tap Back, then tap the button for Go to Slide, Open Link, Compose Email, or Call.

   If you don't need to verify the link, tap the slide to close the controls.

5. To edit a link, tap it again, tap Link Settings, then make your changes.

A link button (it looks like a curved arrow) appears next to objects that are linked. The link button doesn't show when you play your presentation.

If you don't want Keynote to style URLs and email addresses, tap ⋯ in the navigation bar, tap Settings, tap Auto-Correction, then turn Detect Web & Email Links, or Detect Phone Links, on or off. Existing links aren't affected.

You can also set up your slideshow to be an interactive presentation that changes slides when the viewer taps its links. An interactive, links-only presentation is especially useful in a kiosk setting. See Add linked objects to make your presentation interactive in Keynote on Apple Vision Pro.

Add an equation in Keynote on Apple Vision Pro

You can add mathematical expressions and equations as floating objects on a slide. To add an equation, you compose it in the Keynote equation dialog using LaTeX commands or MathML elements, then insert it into your presentation.

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1. Do one of the following:

   - *Place the equation inline with text:* Pinch and drag the insertion point in a text box or shape, or select the text you want the equation to replace.

- *Place the equation so it can be moved freely:* Tap an empty space in the the slide (to make sure nothing is selected).

2. Tap in the toolbar, then tap Equation.

3. Enter a LaTeX or MathML equation using the keyboard and the symbols in the equation window.

   For information on using supported LaTeX commands or MathML elements and attributes, see the Apple Support article About LaTeX and MathML support.

4. Tap Insert.

Add tables

Add, move, or lock a table in Keynote on Apple Vision Pro

When you add a table, you choose from a number of predesigned styles that match your theme. After you add a table, you can customize it however you like.

Add a new table

1. Tap ⊞ in the toolbar, then tap a table to add it to the slide.

   Swipe right and left to see more style options.

2. To add content to a cell, double-tap the cell.

3. Do any of the following:

   - *Move the table:* Tap the table, then drag ⊙ in its top-left corner.
   - *Add or remove rows:* Tap the table, tap ⊜ in its bottom-left corner, then tap the arrows.
   - *Resize the table:* Tap the table, tap ⊙ in its top-left corner, then drag the blue dot in the bottom-right corner to resize the table proportionally.
   - *Change the alternating row color setting:* Tap the table, tap 🖌 in the navigation bar, tap Table (if it's not already selected), then turn Alternating Rows on or off.
   - *Change the look of a table:* Tap the table, then use the controls in the format bar to make changes table style, cell fill, and more.

     For more options, you can also tap the table, tap 🖌 in the navigation bar, then choose the options you want.

To delete a table, tap the table, tap ⊙ in its top-left corner, tap ••• in the format bar, then tap 🗑.

Create a table from existing cells

When you create a new table from cells in an existing table, the original cell data is moved, not copied. The original table is left with empty cells, which you can delete.

1. Select the cells with the data you want to use to create the new table.

2. Pinch and hold the selection until it appears to lift, then drag it to a new position on the slide.

Move a table

- Tap the table, then drag in its top-left corner.

Copy and paste a table

1. Tap the table, then tap in its top-left corner, tap ••• in the format bar, then tap .
2. Paste the table where you want it.

Resize a table

Resizing a table makes the table larger or smaller; it doesn't change the number of rows and columns it contains.

1. Tap the table, then tap in its top-left corner.
2. Pinch and drag any of the blue dots on the edge of the table to make the table larger or smaller.

   To resize the rows and columns simultaneously, drag the dot in the corner.

Lock or unlock a table

You can lock a table so that it can't be edited, moved, or deleted.

- *Lock a table:* Tap the table, tap in the format bar, then tap Lock.
- *Unlock a table:* Tap the table, tap in the format bar, then tap Unlock.

Add, move, and resize rows and columns in Keynote on Apple Vision Pro

You can add, delete, and rearrange rows and columns in a table. There are three types of rows and columns:

- *Body rows and columns* contain the table data.
- *Header rows and columns* (if any) appear at the top and left side of the table. They usually have a different background color from the body rows, and they're typically used to identify what the row or column contains.
- *Footer rows* (if any) appear at the bottom of a table, and they can have a different background color from the body rows.

Add or remove rows and columns

You can add, delete, and rearrange rows and columns in a table. There are three types of rows and columns:

- *Body rows and columns* contain the table data.

- *Header rows and columns* (if any) appear at the top and left side of the table. They usually have a different background color from the body rows, and they're typically used to identify what the row or column contains.
- *Footer rows* (if any) appear at the bottom of a table, and they can have a different background color from the body rows.

1. Tap the table.
2. Do any of the following:
   - *Add or delete rows or columns at the edge of the table:* Tap in the bottom-left corner of the table to add or delete rows. Tap in the top-right corner of the table to add or delete columns.
   - *Change the number of rows or columns in the table:* Select the table, tap in the format bar, then use or to adjust the number of rows and columns.
   - *Insert or delete a row or column within the table:* Tap the row number or column letter, tap ••• in the format bar, then tap an option, such as Add Row Above, Add Column Before, or .

You may not be able to delete a row or column if all its cells aren't empty.

Add or remove header rows and columns

Adding header rows, header columns, and footer rows converts existing rows or columns to headers or footers. For example, if you have data in the first row of a table and you add a header row, the first row is converted to a header that contains the same data. Data in header cells isn't used in calculations.

1. Tap the table, tap in the format bar, then tap Headers & Footer.
2. Tap or next to a header or footer category.

Move rows and columns

1. Select the rows or columns you want to move.
2. Do one of the following:
   - *Move rows:* After selecting the rows, pinch and hold one of the selected row numbers until the rows appear to rise off the table, then drag them above or below another row.
   - *Move columns:* After selecting the columns, pinch and hold one of the selected column letters until the columns appear to rise off the table, then drag to the right or left of another column.

Resize rows and columns

You can change the width of selected columns and the height of selected rows in a table, or you can resize all rows or columns at the same time.

Note: You can't change the width or height of individual cells.

1. Tap the table.
2. Do one of the following:
   - *Resize one row or column:* Tap the number or letter of the row or column, then drag ▮ to resize.
   - *Resize all rows or columns:* Tap ⊙ in the top-left corner of the table, then drag a blue dot at the bottom edge of the table to resize rows; drag the dot on the right edge of the table to resize columns; or drag the dot in the bottom-right corner to resize both.

Note: If the cell contents no longer fit after you resize a row or column, tap the table, tap the row number or column letter, then tap Fit.

Merge or unmerge cells in Keynote on Apple Vision Pro

Merging table cells combines adjacent cells into a single cell. Unmerging cells that were previously merged retains all the data in the new top-left cell.

Here are some restrictions:

- You can't merge nonadjacent cells or cells from different areas of the table—for example, cells from the body and the header.
- You can't merge columns or rows.
- You can't split a cell. If a cell has never been merged with another cell, it can't be unmerged.

Merge cells

- Select adjacent cells, then tap ••• in the format bar, then tap Merge Cells.

  If you don't see the option to merge the cells, tap the selection.

These are the results of merging cells:

- If only one of the cells contains content prior to merging, the merged cell retains the content and formatting of that cell.

- If multiple cells contain content before merging, all the content is retained, but cells with a specific data format, such as numbers, currency, or dates, are converted to text.
- If a fill color is applied to the top-left cell, the merged cell takes on that fill color.

Unmerge cells

- Tap a merged cell, then tap ••• in the format bar, then tap Unmerge Cell.

  All of the content and formatting from the previously merged cell appears in the first unmerged cell.

Change the look of a table in Keynote on Apple Vision Pro

When you add a table, its placeholder name (*Table 1*, for example) is hidden by default. You can show the name and edit it. No tables in a presentation can have the same name.

Change the look of table text

- Tap the table, or select the cells you want to change, then tap Aa in the format bar, then use the controls to set the font and font size, text style, and text alignment.

Show or hide a table title

1. Tap the table, then tap in the navigation bar.
2. Tap Table (if it's not already selected), then turn Title on or off.

Edit a table title

1. Double-tap the table title at the top of the table.

   The insertion point appears in the name.

2. Pinch and drag the insertion point where you want to edit, then make your changes. See Type with the virtual keyboard on Apple Vision Pro.

Tip: You can enclose the table title in a border. Tap the table title, tap in the navigation bar, tap Title, then turn on Border.

Change the table outline and gridlines

1. Tap the table, then tap in the navigation bar.
2. Tap Table (if it's not already selected), then do any of the following:
   - *Show the outline:* Turn on Table Outline.
   - *Change the gridlines:* Tap Grid Options, then tap to turn gridlines on or off.

   If you don't see these options, scroll down.

Change the border and background of table cells

You can change the border and background of any selection of table cells.

1. Select the cells you want to change.
2. Tap in the format bar, then tap a color to fill the cells, or tap Edit Cell Border to make changes to the cell border.

Alternate the row colors

1. Tap the table, then tap in the navigation bar.
2. Tap Table (if it's not already selected), then turn on Alternating Rows.

Row colors don't alternate for header columns. Header columns have their own look based on the table style you choose.

To add a caption or label to a table, see Add a caption or title to objects in Keynote on Apple Vision Pro.

Use table styles in Keynote on Apple Vision Pro

The easiest way to change the look of a table is to apply a different table style to it, which you can do at any time.

Apply a different style to a table

1. Tap the table, then tap in the navigation bar.
2. Tap Table (if it's not already selected), then tap a different style.

If you changed the table font, border style, or border color before applying a different table style, the new table might not retain those changes.

Add and edit cell content in Keynote on Apple Vision Pro

You can use the keyboard to enter the type of data you want (letters, numbers, or symbols). You can also copy and paste content into cells from somewhere else.

Note: If you can't add content to a table, make sure it's unlocked. Select the table, then tap 🔒 in the format bar, (if you don't see 🔒, the table isn't locked).

Add content

- *Add content to an empty cell:* Tap or double-tap it so you see the insertion point and the keyboard, then start typing.
- *Edit content:* Tap or double-tap the cell to make the insertion point appear. To move the insertion point, drag it where you want to type.
- *Replace specific text:* Select the text, then type over it.

You can also add an object to a cell.

Wrap text to fit in a cell

If a cell isn't wide enough to display all the text in the cell, you can *wrap* the text so it appears on multiple lines in the cell.

- *Wrap text in a single cell:* Tap the cell, or select a row or column, tap ••• in the format bar, then tap Wrap Text.

Clear content from a cell or range of cells

- Select the cell or select a range of cells, tap ••• in the format bar, then tap 🗑.

Insert a line break or tab into text in a table cell

You can insert a line break to type multiple paragraphs of text in a table cell. You can also insert a tab.

1. Double-tap a cell.
2. Type the first paragraph of your text, then do one of the following:
    - *Insert a line break:* Tap in the cell where you want the line break, then tap Return on the keyboard.
    - *Insert a tab:* Tap in the cell where you want the tab, tap again, tap Insert in the menu that appears, then tap Tab.

      You may have to swipe to see the Insert option.

Add an object to a cell

You can paste images, shapes, lines, charts, and equations into table cells. When you paste an object into a cell, it's added as an *image fill* (background) in the cell. You can change how the object fills the cell, or add text that appears in front of the object.

Note: If you paste a shape that contains text, only the text is pasted into the cell.

1. Tap an object in your presentation to select it, then tap Cut or Copy (cut removes it from its original location).
2. Tap the cell where you want to add the object (it can be a cell that already has text).
3. Tap the cell again, then tap Paste.

   By default, Keynote scales the object to fit in the cell. To change the object's size, you can resize the row.

You can also copy an object from other presentations and apps.

Delete an object from a cell

1. Tap the cell, then tap in the format bar.
2. Tap .

Copy or move cells

When you copy a cell, or move a cell's data to a new location in the table, all of the cell's properties are also copied, including its data format, fill, border, and comments.

1. Select the cells you want to copy or move.
2. Do one of the following:
   - *Paste and overwrite existing content:* Tap the cell, tap ••• in the format bar, then tap . Then, tap the cell, tap ••• in the format bar, then tap .
   - *Paste outside of an existing table to create a new table:* Tap near the edge of the slide, tap again, then tap Paste.

     A new table is created with the pasted cells.
   - *Move the data:* After selecting the cells, pinch and hold the selection until the cells appear to rise off the table, then drag them to another location in the table. Any existing data is replaced by the new data.

Format dates, currency, and more in Keynote on Apple Vision Pro

You can format table cells to display text, numbers, currency, percentages, date and time, and durations denoting a span of time (for example, “3 weeks 4 days 2 hours”). The cell format determines how data in the cell appears.

You can also choose how many decimal places appear in cells that contain numbers, currency units, or percentage values, even if the exact value entered in the cell is more precise than what you want to show.

You can change a cell’s format even if you already typed content in the cell. For example, if you have a table of prices, you can add a currency symbol (for example, a dollar sign $) to cells by formatting them as currency, then selecting the symbol you want.

Format cells

By default, Keynote formats table cells automatically, so letters and numbers appear the way you type them. If you change the data format for a cell, you can always revert back to the automatic format.

- Select the cells or table you want to format, tap , then tap Automatic, or choose a format like Numbers, Currency, or Duration.

  For more formatting options for each cell format, see the tasks below.

Numbers

By default, cells formatted as numbers display as many decimal places as you type in them. You can change this setting so that cells formatted as numbers display the same number of decimal places.

Changes to decimal settings apply to both numbers and percentages. For example, if you change a cell with a number into a percentage, the number of decimal places displayed doesn’t change.

1. Select the cells or table you want to format, tap in the navigation bar, then tap Format.
2. Tap ⓘ to the right of Number, tap a format (Number, Scientific, or Fraction), then set the number of decimal places and other display options.

Currency (units of monetary value)

By default, cells formatted as currency display two decimal places. You can change this setting so that cells display as many decimal places as you type in them, or so that all cells display the same number of decimal places.

1. Select the cells or table you want to format, tap in the navigation bar, then tap Format.

2. Tap ⓘ to the right of Currency.
3. To modify how many decimal places show, do one of the following:
   - *Display as many decimal places as you type in each cell:* Tap ⊕ or ⊖ until you reach the Auto setting.
   - *Increase or decrease the number of decimal places displayed:* Tap ⊕ or ⊖ next to Decimals.
4. To show the thousands separator, turn on Thousands Separator.
5. To display negative values within parentheses, turn on Accounting Style.

   To select a different display style, tap a red or black option.
6. To select a currency symbol, tap Currency, then tap the symbol you want.

Percentages

By default, cells formatted as a percentage display as many decimal places as you type in them. You can change this setting so that all cells display the same number of decimal places.

Changes to decimal settings apply to both percentages and numbers in a selected range of cells. For example, if you change the format of a cell from a percentage to a decimal, the number of decimal places displayed doesn't change.

1. Select the cells or table you want to format, tap 🖌 in the navigation bar, then tap Format.
2. Tap ⓘ to the right of Percentage.
3. Do one of the following:
   - *Display as many decimal places as you type in each cell:* Tap ⊕ or ⊖ until you reach the Auto setting.
   - *Increase or decrease the number of decimal places displayed:* Tap ⊕ or ⊖ next to Decimals.
4. To show the thousands separator, turn on Thousands Separator.
5. To select how negative values are displayed, tap a red or black option.

If you format a cell that already contains a value, the value is assumed to be a decimal, and it's converted to a percentage. For example, 3 becomes 300%.

Date and time

1. Select the cells or table you want to format, tap 🖌 in the navigation bar, then tap Format.
2. Tap ⓘ to the right of Date & Time.
3. Tap the options that match the display formats you want for Date and Time.

   If you tap None below Date or Time, no date or time is displayed in the cell, even if a date or time was entered and used in calculations.

   The date and time options depend on your device's Date & Time settings.

If you don't enter both a date and a time, Keynote adds a default value for you. For example, if you type "1:15 PM," Keynote adds today's date by default.

Durations (units of time)

By default, cells containing duration data are automatically formatted to display all the time units you enter. You can change this setting so that duration cells display only certain units of time (for example, only hours, not minutes, seconds, or milliseconds), even though more precise duration values have been entered in the cell and are used in formulas that make calculations based on units of time.

1. Select the cells or table you want to format, tap 🖌 in the navigation bar, then tap Format.
2. Tap ⓘ to the right of Duration.
3. To show or hide time unit labels, tap an option below Format:
   - *None:* Hides all time unit labels.
   - *Short:* Displays time unit labels as abbreviations—for example, "m" for minutes.
   - *Long:* Displays time unit labels fully spelled out.
4. To display the same kinds of units, turn off Automatic Units.

   A range selector appears.
5. Pinch and drag the left or right end of the range selector to encompass the scope of the time duration you want to use, from weeks (Wk) to milliseconds (Ms).

If you change the duration format after you enter data in the cells, the data automatically adjusts to the new duration format you set.

Highlight cells conditionally in Keynote on Apple Vision Pro

You can have Keynote change the appearance of a cell or its text when the value in the cell meets certain conditions. For example, you can make cells turn red if they contain a negative number. To change the look of a cell based on its cell value, create a conditional highlighting rule.

Add a highlighting rule

1. Select one or more cells.
2. Tap in the navigation bar, tap Cell, then tap Add Conditional Highlighting.
3. Tap a type of rule (for example, if your cell value will be a number, tap Numbers), then tap a rule.
4. Enter values for the rule.

   For example, if you selected the rule “date is after,” enter a date that the date in the cell must come after.
5. Tap a text style, such as bold or italic, or a cell fill, such as red or green.

   You can choose Custom Style to choose your own font color, font style, and cell fill.
6. Tap Done.

Note: If a cell matches multiple rules, its look changes according to the first rule in the list. To reorder rules, tap Edit, then drag next to the rule name. Tap Done.

Repeat a highlighting rule

After you add a conditional highlighting rule to a cell, you can apply that rule to other cells, too.

1. Select the cell with the rule you want to repeat and the cells you want to add the rule to.
2. Tap in the navigation bar, then tap Cell.
3. Below Conditional Highlighting, tap Combine Rules.

Delete a highlighting rule

1. Select the cells with the rules you want to delete.
2. Tap in the navigation bar, then tap Cell.
3. Below Conditional Highlighting, swipe left on the rule you want to delete, then tap Delete.

Add charts

Add or delete a chart in Keynote on Apple Vision Pro

When you create a chart in Keynote, you type chart data in the Chart Data editor (not in the chart itself). If you later make changes in the Chart Data editor, the chart updates automatically.

Interactive charts can be used to show data such as sales by group over time, expenses by department, and population changes by region per continent. The example below shows the growth of three species during a three-year period.

You can interact with the chart using a slider and buttons or buttons only.

Add a chart

1. Tap in the toolbar, then tap the chart you want.

   You can tap 2D or 3D to see the types of charts you can add, then swipe left or right to see more options for each type of chart.

   When you add a 3D chart, you see at its center. Pinch and drag this control to adjust the chart's orientation.

2. To add data, tap ••• in the format bar, tap Edit Data, then do any of the following:

   - *Enter data:* Tap placeholder text, then enter your own data.
   - *Change whether rows or columns are plotted as a data series:* Tap in the toolbar, then tap an option.

3. If you added an interactive chart, to change the type of control used for interacting with the chart, tap the chart, tap ••• in the format bar, tap Format Options, then tap Buttons Only under Interactive Chart.

Add a Magic Chart effect to an interactive chart

You can animate the different data series in a chart with a Magic Chart build effect.

1. Tap the interactive chart, tap ••• in the format bar, then tap Animate.
2. Tap Magic Chart at the bottom of the window.
3. Tap Start, then tap an option:

   - *On Tap:* The Magic Chart effect plays when you tap the slide during the presentation.

- *After Transition:* The Magic Chart effect plays when the slide opens during the presentation.

4. To see a preview of the animation, tap ▶.

Delete a chart

- Tap the chart, tap ••• in the format bar, then tap 🗑.

Change a chart to another type

1. Tap the chart to select it, then tap in the format bar.
2. Tap Chart Type, then tap the type of chart you want to use.

   Scroll to see more chart types.

Modify chart data in Keynote on Apple Vision Pro

You can modify a chart's data references (numbers, dates, or durations) at any time. You can add and remove an entire data series, or edit a data series by adding or deleting specific data from it.

Add or delete a data series

1. Tap the chart, tap ••• in the format bar, then tap Edit Data.
2. Do any of the following:
   - *Add a data series:* Tap cells, then enter the data for your new data series.
   - *Remove a data series:* Tap the bar for the row or column you want to delete, tap it again, then tap Delete.
   - *Reorder data series:* Pinch and drag the bar for the data series you want to move.
3. Tap ⊗ to return to the chart.

Switch rows and columns as data series

When you add a chart, Keynote defines the default data series for it. In most cases, if a table is square or if it's wider than it is tall, the table rows are the default series. Otherwise, the columns are the default series. You can change whether rows or columns are the data series.

1. Tap the chart, tap ••• in the format bar, then tap Edit Data.
2. Tap ⚙, then tap Plot Rows as Series or Plot Columns as Series.

3. Tap Done to return to the chart.

Share the x-axis for multiple values along the y-axis for scatter and bubble charts

Sharing the x-axis means plotting a single kind of value along the x-axis, while allowing for multiple kinds of values plotted along the y-axis. By default, the x-axis values are shared among multiple sets of y-axis values in some types of charts.

1. Tap the chart to select it, tap ••• in the format bar, then tap Edit Data.
2. Tap ⚙, then tap Share X Values.
3. Tap Done to return to the chart.

About chart downsampling

If a column, bar, line, or area chart references a table with a large number of data points, the chart automatically shows a representative sample of each series to improve the performance of Keynote. Downsampling doesn't change or remove the data in your table, and only changes the visible data points in the chart.

If your chart data is being downsampled, a message appears when you tap Large Data Set in the Chart tab of the Format menu.

If you want to see certain data points in your chart, you need to create the chart from a smaller table or a smaller selection of data from a large table.

Move, resize, and rotate a chart in Keynote on Apple Vision Pro

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Move a chart

- Tap the chart, then pinch and drag from the center to move the chart (don't drag the blue dots on the border).

  As you drag, yellow alignment guides help you position the chart in relation to other objects on the slide.

If you don't see the alignment guides, you can turn them on. Tap ⊙ in the navigation bar, tap Settings, then turn on the guides you want (for example, Edge Guides or Center Guides).

Resize a chart

1. Tap the chart.
2. Pinch and drag any of the blue dots on the chart's border to make the chart larger or smaller.

Rotate a 3D, radar, pie, or donut chart

You can rotate 3D, radar, pie, or donut charts to adjust the angle and orientation of the chart. You may want to emphasize some data, for example, by positioning certain data at the top or bottom of the chart.

- *Rotate a 3D chart:* Tap the chart, then pinch and drag ⊕.
- *Rotate a pie, donut, or radar chart:* Tap the chart, tap ••• in the format bar, tap Format Options, tap Chart, then tap Rotation Angle. Pinch and drag the wheel, or tap the angle and enter a degree value to specify the angle at which you want to rotate the chart.

If a 3D chart doesn't have a rotation control, the chart may be locked. To rotate the chart, you must unlock it first. See Lock or unlock objects.

Change the look of bars, wedges, and more in Keynote on Apple Vision Pro

A data series is a set of related values in a chart—for example, all the bars of the same color in a bar chart, or a single line in a line chart.

You can emphasize trends in your chart by changing the appearance, position, or spacing of one or more of the data series.

Apply a different style to a chart

1. Tap the chart, then tap 🖌 in the navigation bar.
2. Tap Chart, then tap one of the chart styles.

Change colors and shadows in chart elements

You can change the look of a chart by adding colors, textures, shadows, and more. You can change the look of the entire chart, or change individual data series in a chart to differentiate them from other series. For bar charts, for example, you can fill the bars in each series with a different color or a color gradient, apply a different outline (stroke) style, and more. For scatter charts, you can change the symbol that represents each point and add connection lines between the points.

Note: You can't change the look of a single data point in a series (a single bar in a bar chart, for example). All changes you make apply to every data point in the series.

1. Tap the chart, tap in the navigation bar, then do one of the following:
   - *Apply a coordinated color palette to all the data series in the chart:* Tap Chart, then tap a thumbnail at the top of the Chart tab. All the colors in the chart change at once.
   - *Apply colors, images, or textures to all the data series in the chart:* Tap Style, tap General, then tap Chart Colors. Tap Colors, Images, or Textures, then tap a collection to apply it.
   - *Change the color, gradient, or image for individual pieces of the chart:* Tap Chart, tap Edit Series, then tap the name of the datum whose appearance you want to change. Tap Fill, then tap Preset, Color, Gradient, or Image.

     The changes affect only the selected data series. To change another series, tap one of its elements, then make changes.
2. To change the look of one data series in the chart, tap Chart, tap Edit Series, then tap the series whose appearance you want to change. Tap Fill, then tap Preset, Color, Gradient, or Image and make your changes.

   The changes only affect the selected data series. To change another series, tap All Series, tap a series, then make changes.

Change the spacing in bar or column charts

You can set the amount of space between the columns or bars in a column, stacked column, bar, or stacked bar chart.

1. Tap the chart, then tap in the navigation bar.
2. Tap Style, then tap General.
3. To set the amount of space, drag the slider for Gaps Between Columns, Gaps Between Bars, or Gaps Between Sets, or tap a percentage and enter a new value.

Add rounded corners to bar, column, mixed, and two-axis charts

1. Tap the chart you want to change, tap in the navigation bar, then tap Style.
2. To adjust the roundedness of the bars or columns, drag the Rounded Corners slider, or tap the percentage under Rounded Corners and enter a new value.
3. To round only the two outside corners of each bar or column (those farthest from the axis), turn on Outside Corners Only.

Change the depth of a 3D chart and the shape of series elements

You can change the chart depth, lighting style, bar shape, bevels, and rotation of 3D charts.

1. Tap the 3D chart to select it, tap in the navigation bar, then tap Chart.
2. Swipe up to see the Depth slider (if you don't see it), then do any of the following:
   - *Adjust the depth:* Pinch and drag the Depth slider to the right to make the chart appear deeper, or drag it to the left to make it appear less deep.
   - *Change the shape of columns or bars:* Tap Column Shape or Bar Shape, then choose either Rectangle or Cylinder.
   - *Change the lighting style or rotation:* Tap the disclosure arrow next to 3D Scene, then use the controls to make adjustments.

Bevel the edges between series or wedges in 3D stacked and pie charts

You can increase the distinction between series in 3D stacked bar or column charts and 3D pie charts by beveling the edges where the series meet.

1. Tap the chart, then tap in the navigation bar.
2. Tap Chart, then turn on Bevels.

   The bevels control appears only when a 3D stacked bar chart, 3D stacked column chart, or 3D pie chart is selected.

Change the position of pie chart wedges and donut chart segments

1. Tap the pie or donut chart.
2. Pinch and hold the wedge or segment, then drag away from the chart's center.

You can also move the Rotation Angle control to change the orientation of pie wedges or donut segments. See Move, resize, and rotate a chart in Keynote on Apple Vision Pro.

Resize the center hole of a donut chart

1. Tap the donut chart to select it, then tap in the navigation bar.
2. Pinch and drag the Inner Radius slider, or tap the percentage below Inner Radius and enter a new value.

Add or change data symbols in line, scatter, and radar charts

You can change the symbols used to represent data in line, scatter, and radar charts.

1. Tap the chart to select it, then tap in the navigation bar.
2. Tap Style, tap General, tap Data Symbol, tap Data Symbol again, then choose a symbol, or choose None to remove symbols from the chart.

3. To change the look of data symbols for only one data series, tap the chart to select it, tap 🖌, tap Chart, then tap Edit Series.

4. Tap the series whose symbol you want to change, then do any of the following:

   - *Change the shape of data symbols:* Tap Data Symbol, tap Data Symbol again, then choose a symbol, or choose None to remove symbols for this data series.

   - *Change the size of data symbols:* Tap Data Symbol, then tap ⊕ or ⊖ next to Size, or set the size to Auto for automatic sizing.

   - *Change the color of data symbols:* Tap Data Symbol, tap Color in the Fill section, then tap to select Preset, Color, Gradient, or Image fill. (You can only change the fill color for some data symbols.)

     Tap Use Series Stroke Color to revert to presets.

   - *Change the outline of the data symbols:* Tap Data Symbol, turn on Stroke to add an outline, then change the style, color, and weight.

Change the grid style of radar charts

You can change the shape of the grid on a radar chart and choose whether the series have a fill or stroke.

1. Tap the chart to select it, tap 🖌 in the navigation bar, then tap Chart.

2. Do any of the following:

   - *Change the grid shape:* Use the options below Grid Shape to choose whether you want the grid to be straight or curved.

   - *Change the fill and stroke:* Use the options below Style to choose whether you want all series to have a color fill, a stroke along the edge, or both.

If you can't edit a chart, you may need to unlock it. See Lock or unlock objects.

Add a legend, gridlines, and other markings in Keynote on Apple Vision Pro

There are several types of chart markings and axis labels you can add to your charts. You can modify their look to emphasize your data, and you can style the chart title and value label text differently to make it stand out from the other text.

Add a legend

1. Tap the chart, tap in the format bar, then tap Legend.
2. Tap the chart, then do any of the following:
   - *Change the style of the legend text:* Tap , tap Style below the Legend button, then adjust text and fill attributes.
   - *Reposition the legend:* Pinch and drag the legend to where you want it.

Modify axis lines and gridlines

Axis lines define the edge of the chart, sometimes also marking the zero value, like an inner border. Evenly spaced *gridlines* cross the chart and provide a visual reference for large increments in the values. You can specify whether to show chart axis lines and gridlines and modify their look.

1. Tap the chart, then tap in the navigation bar.
2. Tap Style, tap Gridlines, then do any of the following:
   - *Set the axis line type:* Tap Line Type, then select a solid, dashed, or dotted line type.

     If you're working with a radar chart, you can also tap Radial Lines (below Category) and select a line type.
   - *Set the axis line color:* Tap the color well, then choose a color.
   - *Set the axis line width:* Type a value, or tap the – or + button.
   - *Set the number and look of major gridlines:* Tap Major Gridlines for the Value or Category axis. Turn on Gridlines. Next to Major Steps, type a value or tap the – or + button to adjust. You can also define the line type, color, and width and add a shadow.
   - *Set the number and look of minor gridlines:* Tap Minor Gridlines for the Value or Category axis. Turn on Gridlines. Next to Minor Steps, type a value or tap the – or + button to adjust. You can also define the line type, color, and width and add a shadow.
   - *Show tick marks:* Tap Tick Marks, then choose whether tick marks are inside, outside, or centered.
   - *Extend radial lines (for radar charts):* Turn on Extend Radial Lines.

     Note: These options vary depending on the type of chart and data.
3. To remove gridlines, tap , then turn off Major and/or Minor Gridlines for the Value or Category axis.

Show or remove reference lines

You can add reference lines to a chart to mark the average, median, minimum, or maximum values. Reference lines make a chart easier to interpret at a glance and can help you compare the values in the chart to a benchmark value.

All chart types can have reference lines except stacked charts, 2-axis charts, 3D charts, pie charts, donut charts, and radar charts. A chart can have up to five reference lines.

1. Tap the chart, tap in the navigation bar, then tap Chart.
2. Tap Add Reference Line, then tap an option, such as Average, Minimum, or Custom.
3. To clarify what the reference line represents, tap to turn on Show Name and Show Value.
4. To change the settings for a reference line, tap the name of the line, then use the controls in the panel.

   You can hide, show, and change the line's name or value, change its style and color, and add a shadow.

To remove a reference line, tap the chart to select it, tap , tap Chart, tap the name of the reference line, then tap Remove Line.

Note: When you drag the slider on an interactive chart to view different data sets, its reference lines move.

Show or remove error bars

Error bars give you a general impression of your data's accuracy. They're represented as small marks whose length indicates the amount of uncertainty associated with a given data series (the data's variability). You can add them to 2D line charts, area charts, bar and column charts, stacked bar and column charts, bubble charts, and scatter charts.

1. Tap the chart, tap in the navigation bar, then tap Chart.
2. Tap Error Bars, then choose an option.
3. Use the controls to change the look of the error bars.

To remove error bars, tap Error Bars, then choose None.

Show or remove trendlines

Trendlines show you the overall direction (or trend) of your data. Trendlines appear in bar, line, scatter, bubble, column, and area charts.

1. Tap the chart, tap in the navigation bar, then tap Chart.
2. Tap Trendlines, then choose the type of line you want to add.

3. Use the controls to change the look of the trendline.

To remove trendlines, tap the chart, tap 🖌, tap Chart, tap Trendlines, tap Type, then choose None.

Change the look of chart text and labels in Keynote on Apple Vision Pro

You can change the look of chart text by applying a different style to it, changing its font, adding a border, and more.

Change the font, style, and size of chart text

You can change the look of all the chart text at once.

1. Tap the chart, then tap 🖌 in the navigation bar.
2. Tap Style, then tap Labels.
3. Do any of the following:
   - *Change the font:* Tap Chart Font, then tap a font name.
   - *Change the font style:* Tap Chart Font, tap ⓘ next to the font name, then tap a style (for example, Regular, Bold, and so on).
   - *Make the font smaller or larger:* Tap ⊕ or ⊖ next to Size.

     All text in the chart increases or decreases proportionally (by the same percentage).

Edit the chart title

Charts have a placeholder title (*Title*) that's hidden by default. You can show and rename the chart title.

1. Tap the chart, tap ◔ in the format bar, then turn on Title.
2. To see and change the alignment of the title—so that it's on the left of the chart, for example—tap the chart, tap 🖌 in the navigation bar, tap Chart, then tap Style,
3. To edit the title, double-tap it (a box appears around it), then select the text, then type a new title.

Add and modify chart value labels

Charts have labels that show the values of specific data points. You can specify a format for them (for example, number, currency, or percentage), change where they appear or how they look, and more.

1. Tap the chart, then tap 🖈 in the navigation bar.
2. Tap Style, then tap Labels.
3. To add value labels, do one of the following:
   - *For pie or donut charts:* Turn on Values.

     You can also display data labels in pie charts and donut charts by turning on Data Point Names.
   - *For bubble charts:* Tap Values below Bubble Labels, then choose which values to display.
   - *For scatter charts:* Tap Values below Data Point Labels, then choose which values to display.
   - *For other types of charts:* Tap Value Labels, then choose an option.
4. To fine-tune the value labels, tap Number Format, turn off Same as Source, then do any of the following (these controls are available only for some chart types):
   - *Choose a format for the label:* Tap a format (for example, Number, Currency, or Percentage).
   - *Set the number of decimal places:* Tap ⓘ, then tap the + or –.
   - *Show the thousands separator:* Tap ⓘ, then turn on the Thousands Separator.
   - *Choose how to display negative numbers:* Tap ⓘ, then choose "-100" or "(100)."
   - *Add a prefix or suffix:* Enter text. It's added to the beginning or end of the label.

   Note: If you leave Same as Source turned on, the value labels are displayed in the same format as the source data in the original table.
5. To change the font, color, and style of all labels, use the controls at the top of the Labels tab.
6. If you created a pie or donut chart, you can position the value and data labels, and add leader lines to connect them to their wedges or segments. In the Labels tab, tap Position, then do any of the following:
   - *Change the position of the labels:* Pinch and drag the Distance from Center slider to set where the labels appear. Moving the labels farther from the center of the chart can help separate overlapping labels.
   - *Add leader lines:* Turn on Leader Line, then tap Straight or Angled. (With angled leader lines, the callouts align into columns, as shown below.) You can change the line type, color, and width of the leader lines and add endpoints to them.

Modify axis labels

You can specify which labels appear on an axis, edit their names, and change their angle of orientation.

1. Tap the chart, then tap in the navigation bar.
2. Tap Style, then tap Labels.
3. Do any of the following:
   - *Modify markings on the Category (X) axis:* Tap Value Labels under Value (X) Axis.
   - *Modify markings on the Value (Y) axis:* Tap Value Labels under Value (Y) Axis.
4. Use the controls to make any adjustments.
5. If you turn on Axis Name, Keynote adds a placeholder axis name to the chart. To change it, select the axis name, then type your own.

Note: Axis options may be different for scatter and bubble charts.

To add a caption or label to a chart, see Add a caption or title to objects in Keynote on Apple Vision Pro.

Add a border and background to a chart in Keynote on Apple Vision Pro

You can add a border and a background color to any 2D bar, column, area, or scatter chart.

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1. Tap the chart, then tap in the navigation bar.
2. Tap Style, then do any of the following:
   - *Add a background:* Tap General, tap Background, then tap Preset, Color, Gradient, or Image and use the controls to adjust the look of the background.
   - *Add a border:* Tap Gridlines, then turn on Chart Border.

     Note: These options vary depending on the type of chart and data.

Animate slides

Animate objects onto and off a slide in Keynote on Apple Vision Pro

To make your presentation more dynamic, you can animate the text and objects on a slide so they appear, disappear, or both. For example, you can make text appear on the slide one bullet point at a time, or make an image of a ball bounce onto the slide.

Object animations are called *build effects*. Different build effects can be applied depending on whether the object is a text box, chart, table, shape, or type of media (photo or video).

Moving an object onto a slide is *building in*. Moving an object off a slide is *building out*.

Animate an object onto and off a slide

1. On the slide, tap the object or text box you want to animate, tap ••• in the format bar, then tap Animate.

2. Do any of the following:

   - *Animate the object onto the slide:* Tap Add Build In.

   - *Animate the object off the slide:* Tap Add Build Out.

   - *Animate the object on the slide:* Tap Add Action.

3. Choose an animation, then tap ⊗.

   A preview of the animation plays when you choose an animation.

4. If you want text and objects to appear piece by piece—for example, a pie chart can appear one wedge at a time—tap the build that you just added at the bottom of the screen, tap Delivery, then tap a delivery option.

5. To set animation options, such as the duration and direction, tap the animation at the bottom of the screen.

   The options you see depend on the animation. These build types require special steps:

   - *Opacity:* To specify how transparent the object is at the end of the animation, drag the Opacity slider. If you want the object to end up invisible, drag the slider all the way to the left.

   - *Rotate:* To change the direction of rotation, tap Clockwise or CounterClockwise. To choose the rotation angle, drag the Angle slider. To choose the number of rotations, tap ⊕ or ⊖ next to Rotations.

   - *Scale:* To set how big the object is at the end of the animation, drag the Scale slider. You can also drag any blue dot around the transparent *ghost* object on the slide to set the object's final size.

   - *Create Path:* See "Create a motion path," below.

Create a motion path

You can create a motion path for an object so that it moves around the slide.

1. On the slide, tap to select the object or text box you want to animate, tap ••• in the format bar, then tap Animate.

2. Tap Add Action, then tap Create Path.

3. To draw the motion path, drag the object with Apple Pencil or your finger.

By default, the line curves. To create straight lines in the path, tap .

4. When you're finished drawing the path, tap Done at the bottom of the screen.

5. To fine-tune the animation, do any of the following:

   - *Change the start point:* Pinch and drag the opaque object on the slide.
   - *Change the end point:* Pinch and drag the transparent *ghost* object on the slide.
   - *Edit the path:* Tap the path, then drag any red or white dot. To make the path curved or straight, tap a red or white dot along the line you want to edit, then tap Make Sharp Point or Make Smooth Point.
   - *Redraw the path:* Tap to select the object, tap it again, then tap Redraw Path.
   - *Split the motion path into separate builds:* Tap the path. Tap the point where you want to split the path, then tap Split Path.
   - *Preview the animation:* Tap the Motion Path build at the bottom of the screen, then tap .

6. To change the timing and acceleration of the animation, tap the Motion Path build at the bottom of the screen, then use the controls.

7. To make the object pivot to match the curve of the movement path as it moves, tap the Motion Path build at the bottom of the screen, then turn on Align to Path. With Align to Path turned on, you can also use the Rotation slider to adjust the object's alignment to the movement path.

8. Tap Done in the top-right corner of the screen.

Tip: You can combine a Motion Path build with other action builds to create more complex animations. For example, to scale an object as it moves across a slide, drag any blue square on the ghost object. To rotate an object as it moves, use two fingers to rotate the ghost object.

To move multiple objects to new positions on a slide, you can also use a Magic Move transition.

Remove an animation

1. Tap in the navigation bar, then tap Animate.

2. Do one of the following:

   - *Remove all animations from an object:* Tap the object with the animation you want to remove, tap it again, then tap Delete Animation.
   - *Remove a specific animation from an object:* Tap at the top of the window, swipe all the way to the left on the animation you want to remove.

Apply the same animations to another object

1. Tap ⋯, then tap Animate.
2. Tap the object with the animations you want to copy, tap it again, then tap Copy Animation.
3. Tap the object you want to add the animations to, tap it again, then tap Paste Animation.

Change the order and timing of builds in Keynote on Apple Vision Pro

You can change the order in which builds appear for all animated objects on a slide, and specify when they appear in relation to each other (for example, simultaneously or one after the other).

You have a lot of flexibility in how you order builds. For example, you can have all the builds for one object play before the builds for another object begin. Or you can interleave the builds, so the builds for one object take turns appearing with the builds for another object.

1. Tap ⋯ in the navigation bar, then tap Animate.
2. Tap ☰ at the top of the window.
3. To change the order of a build, pinch and hold the build, then drag it to a new position.
4. To change the timing of a build, tap it, then tap an option below Start Build.
   - *After Transition:* The build plays after the slide transition. To set the amount of time that passes before the build plays, tap ⊕ or ⊖ next to Delay.
   - *On Tap:* The build plays when you tap. If you set several builds to play On Tap, the first one plays with the first tap, the second with the second tap, and so on.
   - *With Previous:* The build plays at the same time as the build before it. This option isn't available when adjacent builds can't play at the same time.
   - *After Previous:* The build plays after the previous build finishes. To set the amount of time that passes before the build plays, tap ⊕ or ⊖ next to Delay.

   Only the relevant options for a build appear. For example, After Transition appears only for the first build.
5. To preview the animation, tap Preview.

6. Tap Done in the top-right corner of the screen.

To edit multiple builds at once, tap Select in the top-left corner of the Build Order list. Tap multiple builds to select them, then change their timing.

Add transitions between slides in Keynote on Apple Vision Pro

Transitions are visual effects that play as you move from one slide to the next. For example, the Push transition makes a slide appear to push the previous slide off the screen. You can add a transition between any two slides in your presentation.

A Magic Move is a transition that creates the effect of objects moving from their positions on one slide to new positions on the next slide when you play your presentation.

Add a transition

1. In the slide navigator on the left, tap to select the slide you want to add a transition to.

   The transition plays after this slide as you move to the next one.

2. Tap the slide again, tap •••, then tap Transition.

3. Tap Add Transition at the bottom of the screen, then tap a transition.

   A preview of the transition plays.

4. Tap ⊗.

5. To set the duration, direction, and other settings, tap the transition at the bottom of the screen.

   The options you see depend on the transition you added.

   If you set a transition to start automatically, it begins playing immediately after you advance the previous slide.

6. Tap Done in the top-right corner of the screen.

Add a Magic Move transition

The easiest way to create a Magic Move transition is to create a slide and add objects to it, then duplicate the slide and rearrange, resize, or reorient the objects on the duplicated slide. Any objects appearing on both slides become part of the transition. Any objects appearing on the first slide, but not the following slide, fade out. Any objects appearing on the following slide, but not the original slide, fade in.

1. In the slide navigator on the left, tap to select the slide you want to add a Magic Move transition to, tap the slide again, tap •••, then tap Transition.

2. Tap Add Transition, tap Magic Move, then tap Done.
3. Tap Duplicate to duplicate the slide, or tap Cancel if you already duplicated it.
4. Change the position or appearance of the objects on one or both slides; you can drag objects to new locations, rotate or resize objects, add or delete objects on either slide, and more.

   The Magic Move transition is most effective when both slides include at least one common object whose position or appearance has been altered.
5. To preview the transition, tap the first of the two slides in the slide navigator on the left, then tap ▶ at the top of the window.
6. To customize the transition duration and timing, tap the first of the two slides in the slide navigator, tap Magic Move at the bottom of the screen, then do any of the following:
   - *Change how long the transition lasts:* Pinch and drag the Duration slider.
   - *Change when to start the transition:* Tap Start, then tap Automatically or On Tap. When you choose Automatically, you can alter the delay between transitions by dragging the Delay slider.
7. To change how objects move between slides, tap Delivery and Acceleration, then do any of the following:
   - *Move text smoothly between slides:* Tap a Match Text option:
     - *By Object:* Move one or more text boxes on the first slide to their positions on the second slide.
     - *By Word:* Move one or more words on the first slide to their positions on the second slide. You can use this animation to give the effect of words rearranging themselves to form a new sentence.
     - *By Character:* Move one or more characters on the first slide to their positions on the second slide. You can use this animation to give the effect of letters rearranging themselves to form a new word.
   - *Make objects that aren't on both slides instantly appear or disappear during the transition:* Turn off Fade Unmatched Objects.
   - *Change how quickly the objects move between locations:*
     - *None:* Move objects at a constant speed.
     - *Ease In:* Slow objects when they approach their locations.
     - *Ease Out:* Accelerate objects after they leave their locations.

    - *Ease In & Out:* Accelerate objects when they leave their locations and slow them when they approach their new locations.

8. Tap Done.

See which slides have transitions

- Tap ⋯ in the navigation bar, then tap Animate.

  In the slide navigator on the left, any slide with a transition has a yellow marker in the corner.

Change a slide transition

1. Tap the slide in the slide navigator on the left.
2. Tap the transition at the bottom of the screen, then tap the name of the transition at the top of the menu.
3. Tap a new transition.

Remove a transition

1. Tap ⋯ in the navigation bar, then tap Animate.
2. Tap to select the slide in the slide navigator on the left, tap the transition at the bottom of the screen, then tap Delete.

Rehearse and play presentations

Rehearse a Keynote presentation in an Environment on Apple Vision Pro

You can rehearse your presentation in a realistic setting, like a conference room or a theater, and see your presentation on the screen. You can even control the lights, adjust the volume of the Environment sounds, and more.

Rehearse your presentation

1. Open the presentation, then tap to select the first slide in the slide navigator on the left.
2. Tap , then choose an Environment.

   Environments have their own soundscape that suits the setting you chose. To turn down the volume, turn the Digital Crown and look at while you turn. See Change the appearance or volume of your Environment.
3. While rehearsing, you can adjust the following:
   - *Go to the next slide:* Look at the slides on the presenter display (or the virtual screen where your presentation is displayed), then tap or swipe left.
   - *Go back a slide:* Look at the slides on the presenter display (or the virtual screen where your presentation is displayed), then swipe right.
   - *Move and customize the presenter display:* Pinch and drag the window bar below the display. To customize, tap , then tap a layout option.
   - *Switch positions (Conference Room only):* Tap , tap Rehearsal Settings, then choose an option.
   - *Turn the light up or down:* Tap , then tap Lights Up or Lights Down.
   - *Change the Environment:* Tap , then tap Environment.
   - *Show a laser pointer:* Tap , then pinch and hold to show a laser pointer on the slide.
4. To stop rehearsing, tap .

Play a presentation in Keynote on Apple Vision Pro

Present on your Apple Vision Pro

1. In the slide navigator on the left, tap the slide you want to begin with, then tap ▶ in the navigation bar.
2. To advance through the presentation, do any of the following:
   - *Go to the next slide:* Tap your fingers together, or swipe left.
   - *Go back a slide or reset the builds on the slide:* Swipe right.
3. To see the toolbar, pinch and hold anywhere on the screen to open the presenter display, use drawing tools, jump to a specific slide, and more.
4. To stop playing a presentation, tap ⊗.

If you want to play your presentation for others during a call, tap Not Shared at the top of the window, then tap Share My Entire Window. The window isn't affected by your head movements.

To stop sharing, tap Shared, then tap Stop Sharing.

Play your presentation during a call

You can play a presentation during a call, such as FaceTime, so others on the call can see it.

1. Tap Not Shared above the window, then tap Share My Entire Window. The window isn't affected by your head movements.
2. To stop sharing, tap Shared, then tap Stop Sharing.

If you want to show your presentation alongside other windows, you can also share your entire view. See Share your view or a window.

View 3D objects while you present

You can view 3D objects during a presentation, play their animations, and rotate them. See Use 3D objects in Keynote on Apple Vision Pro.

1. Tap the 3D object on the slide, then tap 👁.
2. Pinch and drag the object to rotate it. To reset it back to its original position, tap ↺.
3. To return to your slide, tap ✕.

   You may need to tap the object to see the controls.

Draw and use the laser pointer as you present

You can draw on your slides and use a laser pointer as you present to emphasize information on the slide.

1. To draw on a slide as you play your presentation, pinch and hold the slide until the toolbar appears, then tap .
2. Do any of the following:
   - *Draw with a color:* Tap a color, then pinch and hold your fingers together to draw on the slide.
   - *Undo or redo the last highlight:* Tap or .
   - *Use the laser pointer:* Tap the laser pointer, then pinch and hold your fingers together.
   - *Hide the drawing tools and drawings on the slide:* Tap Done.

Use the presenter display during a presentation

1. Pinch and hold the slide until the toolbar appears, then tap .
2. You can make changes and use controls, such as the following:
   - *Customize what's visible on the display:* Tap , then tap a layout option. You can also choose to just see the toolbar.
   - *Automatically dim your view around the slide:* Tap , then tap Auto-Dimming.
   - *Jump to a different slide:* Tap , then tap a slide.
   - *Use the laser pointer:* Tap , then tap the laser pointer.

Play a slideshow with multiple presenters in Keynote on Apple Vision Pro

You can play a shared presentation online with multiple presenters. This is useful if you are presenting as a team while using a video conferencing app.

When you host a multipresenter slideshow, you control the presentation just as you do when you present alone. As host, you can start and end the slideshow and edit the presenter notes at any time. If you aren't the host, you have more limited control of the presentation—you can only advance or reverse the slideshow while sharing control with the host.

Host a multipresenter slideshow

1. With a shared presentation open in Keynote, tap to select the slide in the slide navigator you want to begin with.
2. To start the multipresenter slideshow, tap , then choose Multi-Presenter Slideshow. If another presenter has already started the slideshow, you can also tap in the navigation bar, then choose Play Multi-Presenter Slideshow.
3. Tap Start as Host in the multipresenter slideshow lobby.

   The slideshow begins on the slide you selected.
4. As the host, you have control of the slideshow at all times, but you can also share control with other presenters. To share control with another presenter, pinch and hold on the screen to show the toolbar, tap , then tap next to their name.
5. To stop sharing control with another presenter, pinch and hold on the screen to show the toolbar, tap , then tap next to their name again.
6. To end the slideshow, pinch closed on the screen.

During a multipresenter slideshow, notifications alert you in the presenter display when a presenter joins and leaves the presentation, or starts and stops controlling the slideshow.

Join a multipresenter slideshow as a copresenter

1. With a shared presentation open in Keynote, tap , then tap Multi-Presenter Slideshow. If another presenter has already started the slideshow, tap , then choose Play Multi-Presenter Slideshow.
2. Wait for the host to start the slideshow.
3. To control the slideshow, tap Control Slideshow or wait for the host to give you control.
4. Tap the arrows to advance and reverse the slides.
5. Tap Stop Controlling to give up control of the slideshow.

Add and view presenter notes in Keynote on Apple Vision Pro

You can add notes to any slide to help you present. If you're presenting on an external display, you can refer to your presenter notes during your presentation when you set up the presenter display to show presenter notes.

Add and edit notes for a slide

1. Tap in the navigation bar, then tap Show Presenter Notes.
2. in the slide navigator on the left, tap to select a slide, tap in the presenter notes area, then type your notes.

   To make the presenter notes area larger or smaller, swipe up or down near its top edge. You can also scroll your notes.

   To change the font size or apply text formatting to the presenter notes, tap and use the text controls.

Thumbnails for slides with presenter notes have a small lined square in the top-right corner.

To hide presenter notes, tap , then tap Hide Presenter Notes.

View presenter notes while playing your presentation

During a presentation, your notes appear only on your Apple Vision Pro, so only you can see them. You can also view presenter notes when you rehearse your presentation.

1. Tap , pinch and hold anywhere to view the toolbar, then tap .
2. Tap , then choose an option that includes your notes.
3. Do any of the following to change your presenter notes:
   - *Change the size of the font:* Tap , then use the controls next to Notes Text Size to make the font larger or smaller.
   - *Edit presenter notes:* Tap Edit, make your changes, then tap Done.
4. Tap the slide to advance to the next build or slide.

Play a recorded presentation in Keynote on Apple Vision Pro

If a slideshow was recorded in Keynote on a Mac, you can play the recording in Keynote on your Apple Vision Pro.

Play a recorded presentation

With the presentation open, do one of the following:

- With the presentation open, tap , then tap Play Recorded Slideshow.
- To pause the slideshow, tap anywhere on the screen.
- To stop playing the presentation, tap .

Use writing and editing tools

Check spelling and look up words in Keynote on Apple Vision Pro

Spelling errors are corrected as you type, unless you turned off the Auto-Correction setting for your Apple Vision Pro. If you turned off this setting, you can still flag spelling errors as you enter text in Keynote presentations. You can also add terms to the dictionary so they're not marked as misspellings.

Note: Spelling is checked according to the language of the keyboard you're using, not the language of the document.

Check and correct spelling

1. Tap ⊙ in the navigation bar, tap Settings, then tap Auto-Correction.
2. Turn on Check Spelling, then tap Done.

   Misspelled and unrecognized words are underlined in red.
3. Tap a misspelled word, then tap the correct spelling.

If you don't want to check spelling, turn off Check Spelling.

Add and remove words from the spelling dictionary

- *Add a word:* Double-tap the underlined word, ••• in the format bar, tap Replace, then tap Learn Spelling. The word is added to the dictionary used by Keynote and other apps.
- *Remove a word:* Double-tap the underlined word, ••• in the format bar, tap Replace, then tap Unlearn Spelling. The word is removed from the dictionary used by Keynote and other apps.

Note: If you add a word to the spelling dictionary, it's added for all languages.

Look up words

You can quickly look up the definition and spelling of words. Some listings also include a thesaurus entry and a Wikipedia entry.

- Tap the word, tap ⊙, then tap Define.

If you don't want misspelled or unknown words to be corrected as you type, can also turn off autocorrect on your device. Open Settings [app icon], tap General, then tap Keyboard.

Find and replace text in Keynote on Apple Vision Pro

You can search for specific words, phrases, numbers, and characters, and automatically replace search results with new content that you specify. All content, including content on skipped slides and in presenter notes, is included in the search.

Search for specific text

1. Tap in the navigation bar, then tap Find.
2. In the search field, enter the word or phrase you want to find.

   You can select other options, such as Match Case and Whole Words, to refine your search.
3. Tap the arrows to find the next or previous match.
4. Tap to close the search results.

Replace found text

1. Tap , then tap Find.
2. Tap to the left of the text field, then tap Find and Replace.
3. Enter a word or phrase in the first field.
4. Enter the replacement word or phrase in the second field.

   Important: If you leave the second field blank, all instances of the text are deleted when you replace the found text.
5. Review and change the text matches:
   - *Move to the previous or next match without making a change:* Tap the arrows.
   - *Replace the selected match:* Tap Replace.

Replacing a table value updates both the displayed value and the underlying value. For example, if you replace “1/2” with “1/3,” the underlying value changes from “0.5” to “0.333333.”

You can’t replace matching text in table cells that contain a formula.

Use a shortcut to replace text

With a text shortcut, you can type a few characters and have Keynote automatically replace them with the full text. For example, you could create a shortcut that lets you type *por* so that *plan of record* is entered automatically.

The text replacement setting applies to all of your Keynote presentations, so if you turn it off in one presentation, it's also turned off for other presentations

1. Tap ⊙ in the navigation bar, tap Settings, then tap Auto-Correction.
2. Turn on Text Replacement.
3. Tap Replacements List, then tap ⊕.
4. In the Phrase field, type the word or phrase exactly as you want it to appear in presentations.
5. In the Shortcut field, type the letters or characters you want to type in place of the entire phrase.
6. Tap Save.

   If you don't see Save, the shortcut isn't unique enough and would likely cause unintended replacements. Try a different combination of characters.
7. To test the result, type the shortcut you specified, then tap the Space bar.

Shortcuts are available in all of your Keynote presentations when text replacement is on.

Add highlights and comments in Keynote on Apple Vision Pro

You can add highlights and comments to text, objects, charts, table cells, and slides. A small square appears next to text and shapes, and a small triangle appears in the corner of a table cell, to indicate a comment is attached.

When you don't want comments to be visible, you can hide them. Highlights are never visible when presenting.

Tip: If you want highlights that are visible in your final presentation, add a background color to text in any color. This type of highlight isn't included with Keynote review tools.

Add or remove a highlight

You can highlight text everywhere except in charts and table cells.

Note: If the presentation is shared with others, only you and the presentation owner can delete your highlight. If someone else adds a comment to your highlight, the author name and color of the highlight changes to the comment's author, and you can't delete the comment.

- *Add a highlight:* Select text, tap ⊙ in the format bar, then tap Highlight.
- *Remove a highlight:* Tap the highlighted text, tap ⊙ in the format bar, then tap Remove Highlight.

Set the author name for comments

The author name appears in the upper-left corner of comments. You can change the name at any time.

1. Tap ⋯, tap Settings, then tap Author Name.
2. Type a name, then tap Done on the keyboard.

   Any comments you made previously in the presentation are changed to show the new name, and comments you made in other presentations are also updated.

   The new author name also becomes the default author name for new Keynote presentations and replaces the author name in all of your other presentations.

The name doesn't apply to a presentation that's shared with others. For shared presentations, the name that appears in comments and in the participant list is the name you use with your . To change the name (without changing your Apple ID), visit the Apple ID account page. After you sign in, tap Edit to the right of your account information, then make your changes and tap Done.

Important: If you change the name used with your Apple ID, the name appears in all apps and other locations that use your Apple ID.

If you stop sharing a presentation, the author name in comments reverts to the author name set in Keynote.

Add, edit, or delete a comment

You can add and edit your own comments, and anyone can delete a comment.

1. Select text, or tap an object or a table cell, tap ⋯ in the format bar, then tap Comment.

   Note: If you tap the background of the slide (so that nothing is selected), you can add a comment to the slide that always stays open. You can resize the comment and reposition it on the slide. Others can't reply to this type of comment.

2. Type your comment, then tap Done.

   A comment marker (in your author color) appears next to the text to indicate that there's a comment about it.

3. To view, edit, or delete your comment, do one of the following:

   - *Open a comment:* Tap the comment marker.
   - *Edit a comment:* If you're the comment's author, tap the comment marker, tap ••• next to the comment, then tap Edit Comment.

- *Delete a comment:* Tap the comment marker, then tap 🗑 at the bottom of the comment. If there are replies to the comment, this action deletes the entire conversation. You can delete an individual reply only if you're the author of the reply or the presentation owner.

  If the comment is on the slide background, move the pointer over the comment, then tap 🗑.

Review comments

1. Tap the comment marker.
2. Do any of the following:
   - *Review a comment or conversation:* Scroll through the text. If a comment is truncated, tap Show More. If replies are hidden, tap "View [*n*] more replies."
   - *Go to the next or previous comment (or highlight):* Tap the arrows at the bottom of a comment.

     If the comment is on the slide background, move the pointer over the comment, then tap the arrows.
   - *View detailed information about the date and time the comment or reply was added:* Tap ••• next to the comment or reply. Only the author of the comment or reply and the presentation owner can see this information.
3. To close the comment, tap outside it.

Reply to a comment or edit your reply

Anyone you share the presentation with can reply to a comment.

1. Tap the comment marker.
2. Do any of the following:
   - *Add a reply:* Tap Reply at the bottom of the comment, type your reply, then tap Done. You can reply as many times as you like.
   - *Edit your reply:* Tap ••• next to the reply you want to edit. Tap Edit Reply, make your changes, then tap Done.
   - *Delete a reply:* Tap ••• next to your reply (or if you're the presentation owner, the person's reply you want to delete). Tap Delete Reply.
3. To close the comment, tap outside it.

Delete a conversation

- Tap the comment marker, then tap Delete at the bottom of the conversation.

Share and organize presentations

Send or collaborate on a presentation in Keynote on Apple Vision Pro

Tip: You can send a copy of a Keynote presentation using AirDrop, Mail, Messages, or another service.

Before you send a copy of your presentation to a recipient, you can password-protect it to restrict access to the presentation and provide extra security.

Send a copy of your presentation

- Tap in the navigation bar, tap Send Copy, then choose how to send it.

  Tap to add another service to the options (you may need to swipe to see).

In Keynote, the presentation opens in reading view.

You can also send a copy when you Export to PowerPoint or another file format, such as PDF, Microsoft PowerPoint, Movie, and more. Tap , then tap Export.

Collaborate on a presentation

When you collaborate on a presentation with others using iCloud, you can set permissions for other collaborators (such as allowing them to add other participants), and all the collaborators can see everyone's changes.

Note: You can't collaborate on a locked presentation.

1. Open the presentation you want to share, then tap, then tap Collaborate.

   You can also pinch and hold a folder you want to share, then tap Share Folder.

2. To change the access and permissions, tap the share options below Collaborate.

3. Choose how to send your invitation (for example, using Messages or Mail).

   If you send the invitation in Messages, you get activities updates in the Messages conversation when someone makes changes in the shared note. Tap the updates to go to the shared note.

   Edits you and others make to the presentation appear in real time. Insertion points and selections of text and objects appear in different colors to indicate where others are currently editing. If you don't want to see them, tap , then turn off Participant Cursors.

You can't view the activity stream on Apple Vision Pro, but if you open the presentation on another device (like iPhone), you also see the changes made while you (or other participants) were working on Apple Vision Pro.

Change sharing settings

- *Manage a shared presentation:* Tap, then tap Manage Shared Presentation.
- *Remove people:* Tap the collaborator you want to remove, then tap Remove Access.
- *Change access and permission settings:* To change the settings for all collaborators, tap Share Options. To change the settings for an individual collaborator, tap their name.
- *Stop sharing:* When you choose this option, the shared presentation is deleted from the devices of the other participants.

Edit while offline

If you see a message that you're offline, you can continue to work on the presentation; the next time you're online, changes are uploaded to iCloud automatically.

You can continue to work on the presentation and the next time you're online, changes are uploaded to iCloud automatically.

Here are a few things to keep in mind while editing a shared presentation when you're offline:

- To send a copy of the presentation with your changes to someone else before uploading your changes, tap in the navigation bar, then tap Export and Send. This method ensures that your changes are included. By contrast, if you use the Files app to attach the presentation to an email message, for example, the edits you made while offline are not included.
- If other participants who are online delete objects or slides that you're editing offline, the edits you made to those objects are not incorporated when you go back online.

To learn more, see the Edit while offline section in the Apple Support article About collaboration for Pages, Numbers, and Keynote.

Export to PowerPoint, animated GIF, or another file format in Keynote on Apple Vision Pro

To save a copy of a Keynote presentation in another format, you *export* it in the new format. This is useful when you need to send the presentation to people who are using different software. Any changes made to the exported presentation don't affect the original. Keynote also remembers the last export preferences you used.

Note: If the original file has a password, it applies to copies exported in PDF and PowerPoint formats.

Save a copy of a Keynote presentation in another format

1. Open the presentation, tap ⬆, then tap Send Copy.
2. Tap Export and Send, then tap a format:
   - *PDF:* These files can be opened and sometimes edited with applications like Preview and Adobe Acrobat. Tap a layout at the top of the Export Options menu to choose what appears on each page of the PDF. Depending on the layout you choose, you can include comments or presenter notes, how many slides appear on each page, and more. Turn on “Include Each Stage of Builds,” to show each build on its own page, in the same order as builds appear in the presentation.

     Tap Image Quality, then choose an option (the higher the image quality, the larger the file size). If you added image, drawing, or video descriptions for assistive technology (for example, VoiceOver), they’re automatically exported. To include accessibility tags for large tables, tap Accessibility, then tap On.
   - *PowerPoint:* These files can be opened and edited by Microsoft PowerPoint in .pptx format.
   - *Movie:* Slides are exported in .mov format and include any audio in the presentation. Tap Resolution and choose an option. To export only part of the presentation, tap Slide Range and enter the beginning and ending slide numbers.

     The movie advances to the next slide or build according to the time intervals you enter (for transitions and builds set to start On Tap). If you have an animation that’s set to advance following a previous build or transition, it’s not affected by the time interval you enter.
   - *Animated GIF:* The slides you select are exported as an animated GIF that you can send or post.
   - *Images:* Slides are exported as JPEG, PNG, or TIFF files. Tap Slide Range to choose the slides you want to export as images. Choose an image format (the higher quality the image, the larger the file size). To include each build animation as a single image, turn on Include Builds.
   - *Keynote Theme:* Your presentation is saved as a theme in the Theme Chooser.

     You can also share your theme. To learn more, see Create and manage custom themes in Keynote on Apple Vision Pro.
3. Tap Export in the top-right corner, then tap one of the options for sending, saving, or posting the presentation.

Create a GIF

You can create an animated GIF from slides in your presentation, then share it in a message or email, or post it on a website.

1. Tap ⬆ in the navigation bar, tap Export and Send, then tap Animated GIF.
2. Tap a resolution button (Small, Medium, Large, or XL).
3. Tap Slide Range, use the number wheel to set the beginning and ending slide number, then tap ‹.
4. Tap Frame Rate, tap an option (the lower the number, the slower the animation), then tap ‹.
5. Pinch and drag the Auto-Advance slider to set how fast you want the animation to continue after a tap.
6. Tap Export, then tap Share.

If the slide backgrounds use No Fill or have transparency, you can choose an option to use transparent backgrounds for your animated GIF.

Post a presentation in a blog

You can post a presentation on Medium or WordPress so that readers can tap through the presentation (without its animations and interactive elements) using a player in the blog. Any changes you make to the presentation in Keynote are automatically reflected in the embedded version.

To post a presentation, you must be signed in with your Apple ID and Keynote must be set up to use iCloud Drive. See .

1. Tap ⬆ in the navigation bar, then tap Collaborate.

   If the presentation isn't stored in iCloud Drive, follow the prompt to move it there.

2. Choose these sharing options:

   - *Who can access:* Select "Anyone with the link."
   - *Permission:* Select "View only" if you don't want the people you're sharing with to be able to change the presentation; otherwise, select "Can make changes."

     Note: Don't add a password. (If you do, the link you embed won't work.)

3. Tap ‹.
4. Tap the Copy Link button in the sending options.
5. With your blog post open, tap to place the insertion point on a new line where you want the link to appear, tap Paste, then tap Return.

   When you publish, the player appears in the post. Viewers can tap or click through your presentation in the blog, or use the Open in Keynote button to open a fully interactive version of the presentation.

Move, restore, delete, or recover a presentation in Keynote on Apple Vision Pro

You can move a presentation to another location, including to another folder, or from Apple Vision Pro to your iPhone or iPad. If you delete a presentation, you can recover it. Or, restore an earlier version of a presentation.

Important: If you turned on iCloud Drive for Keynote (in Settings on your Apple Vision Pro), deleting a presentation from iCloud Drive removes it from iCloud and from all other devices and Mac computers that use the same .

Move a presentation

1. Open Keynote, and if a presentation is already open, tap the name of the presentation at the top, then tap Open to see all your presentations.
2. Tap Select in the top-right corner, then tap the presentation (a checkmark appears).

   If you don't see the presentation you want to move, try searching for it, or tap Browse or Recents.
3. Tap Move at the bottom of the screen, then tap the folder or other location where you want to move the presentation.

View, copy, and restore an earlier version

1. Open Keynote, and if a presentation is already open, tap the name of the presentation at the top, then tap Open to see all your presentations.
2. With the presentation manager in browse view, tap Select at the top of the window, then tap the presentation (a checkmark appears).
3. Tap 🕘 at the top of the window, then tap a previous version to preview it.
4. Do one of the following:
   - *Save a copy of the version shown in the preview:* Tap Save a Copy. Keynote opens the copy as a new presentation for you to edit. (The original version is available in the presentation manager, where the copied version also appears.)
   - *Replace the current version with the preview version:* Tap Restore.
   - *Close the preview and return to the current version:* Tap Close.

If you don't see the presentation you want, try searching for it, or tap Browse or Recents.

Delete a presentation

1. Open Keynote, and if a presentation is already open, tap the name of the presentation at the top, then tap Open to see all your presentations.
2. Pinch and hold the presentation thumbnail, lift your finger, then tap Delete.

   To delete a presentation shared with you by someone else (so that it can no longer be recovered), tap Delete Now.

If you don't see the presentation you want to delete, try searching for it, or tap Browse or Recents.

Recover a recently deleted presentation

You may be able to recover a recently deleted presentation or folder (including its contents).

1. Open Keynote, and if a presentation is already open, tap the name of the presentation at the top, then tap Open to see all your presentations.
2. Tap the link in the top-left corner to see the Locations list (you may have to tap more than once).
3. In the Locations list, tap Recently Deleted.
4. Do any of the following:
   - *Recover one or more items:* Tap Select in the upper-right corner, tap one or more presentations, then tap Recover at the bottom of the screen.

     To recover only one item, you can also pinch and hold the name, lift your finger, then tap Recover in the menu that appears.
   - *Get information about a recently deleted item:* Pinch and hold the name of the presentation or folder, lift your finger, then tap Info in the menu that appears.

If you don't see the presentation you want to recover, try searching for it, or tap Browse or Recents.

Note: When you delete a presentation that was shared with you, it's deleted immediately from your device and can't be recovered from Recently Deleted. If you later need to see the presentation again, tap the link you received in the original invitation or ask the owner to send another.

Password-protect a presentation in Keynote on Apple Vision Pro

You can assign a password to a presentation so that only those who know the password can open the presentation. Passwords can consist of almost any combination of numerals, capital or lowercase letters, and special keyboard characters.

Important: There's no way to recover your password if you forget it. Be sure to choose a password you won't forget, or write the password down in a safe place.

You can also use Optic ID to open password-protected presentations. If you don't have Optic ID set up, see .

Require a password to open a presentation

- Tap ⊙ in the navigation bar, tap Presentation Options, then tap Set Password.

  If you want to unlock the document with Optic ID, turn on Open with Optic iD.

Note: Adding a password to a presentation encrypts the file.

Change or remove a password

- Tap ⊙, tap Presentation Options, tap Change Password, then enter a new password or turn off Require Password.

  A presentation can have only one password, so if you change the password when you share the presentation, that becomes the presentation's only password.

People you invite to collaborate on a presentation and who have editing permission can add, change, or delete the password.

If the presentation is shared, to prevent others from restoring an unprotected version of the presentation or a version with an older password, stop sharing the presentation, add a unique password to it, then share the presentation again.

Create and manage custom themes in Keynote on Apple Vision Pro

If you create a presentation that you want to use again as a model for other presentations, you can save it as a theme. Creating your own theme can be as simple as adding your company logo to an existing theme, or you can design a completely new theme.

You can add your custom themes to the Theme Chooser, save them as a file to share with others, and use them in Keynote on your other devices. Custom themes that you create on your Apple Vision Pro are grouped in the My Themes category of the theme chooser and are shared across all your devices.

Save a presentation as a theme

If you're signed in with the same Apple ID on all your devices and have iCloud Drive turned on when you save a custom theme, it's available on all your devices (but not in Keynote for iCloud).

1. Tap ⋯ in the navigation bar, tap ⬆, then tap Export and Send.
2. Tap Keynote Theme, then tap an option:
   - *Add to Theme Chooser:* Your theme appears in the My Themes category in the theme chooser.
   - *Send Theme:* Choose where you want to send your theme, or save it to Files.

If you add your custom theme to the theme chooser, you can still share it later. Just pinch and hold the theme thumbnail in the theme chooser, lift your finger, then tap Share. If the Share option isn't available, you may need to download the theme to your device.

Install a theme from another source on your device

You can install a custom theme that you received as an attachment by adding it to the theme chooser in Keynote.

Note: The theme is already installed on all your devices and available in the My Themes category of the theme chooser if you chose Add to Theme Chooser when you created the theme (and were using iCloud Drive with the same Apple ID).

On your device, do the following to install a theme from these sources:

- *AirDrop:* Make sure AirDrop is turned on. When the AirDrop message appears, tap Accept, then tap Add.
- *An email:* In Mail, tap the attachment, then tap the screen. Tap ⬆ in the navigation bar, tap Open in Keynote, then tap Add.
- *iCloud:* Open Keynote, and if a presentation is already open, tap the name of the presentation at the top, then tap Open to see all your presentations. Tap Browse at the bottom of the screen to see the Locations list, then tap where you want to install it (iCloud Drive or On My Vision Pro). Tap the theme, then tap Add.

Edit a custom theme

1. Open Keynote, then in the presentation manager, tap ＋, then tap the custom theme you want to edit.

   If you just want to rename the theme, pinch and hold the theme thumbnail, then tap Rename.

2. Make your changes, tap ⋯ in the navigation bar, tap Export and Send, then tap Keynote Theme.

3. Tap an option:

   - *Add to Theme Chooser:* Your theme appears in the My Themes category in the theme chooser.

   - *Send Theme:* Choose where you want to send your theme, or save it to Files.

The edited theme is saved as a new version. You can rename the new version and delete the first version if you don’t want to keep it.

To delete a custom theme, pinch and hold the theme thumbnail, then tap Delete.

Mail

Add or remove email accounts

Add and remove email accounts on Apple Vision Pro

In the Mail app on Apple Vision Pro, you can add email accounts to send and receive emails, and remove email accounts you no longer need.

Add email accounts

The first time you open the Mail app on your Apple Vision Pro, you may be asked to set up an email account—just follow the instructions.

To add additional email accounts, do the following:

1. Go to Settings > Apps > Mail > Accounts > Add Account.
2. Do one of the following:
   - Tap an email service—for example, iCloud or Microsoft Exchange—then enter your email account information.
   - Tap Other, tap Add Mail Account, then enter your email account information.

Log out of or remove email accounts

1. Go to Settings > Mail > Accounts.
2. Tap the email account you want to remove, then do one of the following:
   - *If you're removing an iCloud email account:* Tap iCloud, tap iCloud Mail, then turn off "Use on this Device."
   - *If you're removing another email account:* Turn off Mail.

     Note: To remove the email account from all apps on your Apple Vision Pro, tap Delete Account.

Set up a custom email domain with iCloud Mail on Apple Vision Pro

When you subscribe to iCloud+, you can add up to five custom email domains and create email addresses for those domains on your Apple Vision Pro. Then, you can send and receive mail in the Mail app, in your Mail account on iCloud.com, and in the email app on a Windows computer.

You need to have a primary iCloud Mail address before you can add a custom email domain on Apple Vision Pro. See Create a primary email address for iCloud Mail in the iCloud User Guide.

To learn more, see Personalize iCloud Mail with a custom email domain and share with others in the iCloud User Guide.

Note: Make sure you're signed in with the same Apple ID on each device. If you have devices where you're not signed in with your Apple ID or that have the Mail feature turned off, you won't be able to see your custom email domains and mail on those devices.

Add a custom email domain to iCloud Mail

You can add a custom email domain you already own to iCloud Mail, or buy a new one.

Note: You need to have a primary iCloud Mail address before you can add a custom email domain on Apple Vision Pro. See Create a primary email address for iCloud Mail in the iCloud User Guide.

1. Go to Settings > [*your name*] > iCloud > iCloud Mail, then make sure "Use on this "Apple Vision Pro" is turned on.
2. Tap Custom Email Domain, then tap one of the following:
   - *Buy a Domain:* Choose this option if you don't yet have a custom domain. After you purchase it, you can create custom email addresses.
   - *Use a Domain You Own:* Choose this option if you already have a domain, and you want to use it with iCloud Mail. You can configure email addresses you already have at that domain, and create more.
3. Follow the instructions.

   If you're adding a domain you already own, some registrars require you to change DNS records to set up your domain. See the Apple Support article Set up an existing domain with iCloud Mail.

Import existing email messages

After you or a member of your Family Sharing group sets up a custom email domain for iCloud Mail, you can use iCloud.com to import existing email messages from your previous email provider (not available for all email providers). See Import existing email messages to your custom iCloud Mail address in the iCloud User Guide.

Create and delete email addresses

After you add a custom email domain, you can easily create and delete email addresses for that domain.

1. Go to Settings ⚙ > [*your name*] > iCloud > iCloud Mail, then make sure “Use on this Device” is turned on.
2. Tap Custom Email Domain, then tap the domain you want to make changes to.
3. Tap Manage Email Addresses, then do one of the following:
   - *Add a new email address:* Tap Create Email Address, enter the new address, then tap Continue.
   - *Delete an email address:* Swipe left on an email address, tap Delete, then tap Remove.

Remove a custom email domain

If you no longer want to use a custom email domain, you can remove it. When you remove a custom email domain, you can’t send or receive email for any addresses at that domain in Mail.

1. Go to Settings ⚙ > [*your name*] > iCloud > iCloud Mail.
2. Tap Custom Email Domain, then tap Edit next to Your Domains.
3. Tap ⛔, then tap Delete.
4. If you’re moving your domain to a new provider, make sure to do the following:
   - Go to your domain registrar to update the domain records to your new email provider and remove iCloud-related records.
   - Set up any email addresses you want to continue using with your new provider.

Note: When you remove a custom email domain, you can still send and receive email from your primary @icloud.com address.

Allow all incoming messages to your domain

You can use your iCloud Mail email address as a catch-all address. This allows you to receive all messages sent to your custom email domain, even if the exact address they were sent to hasn’t already been created.

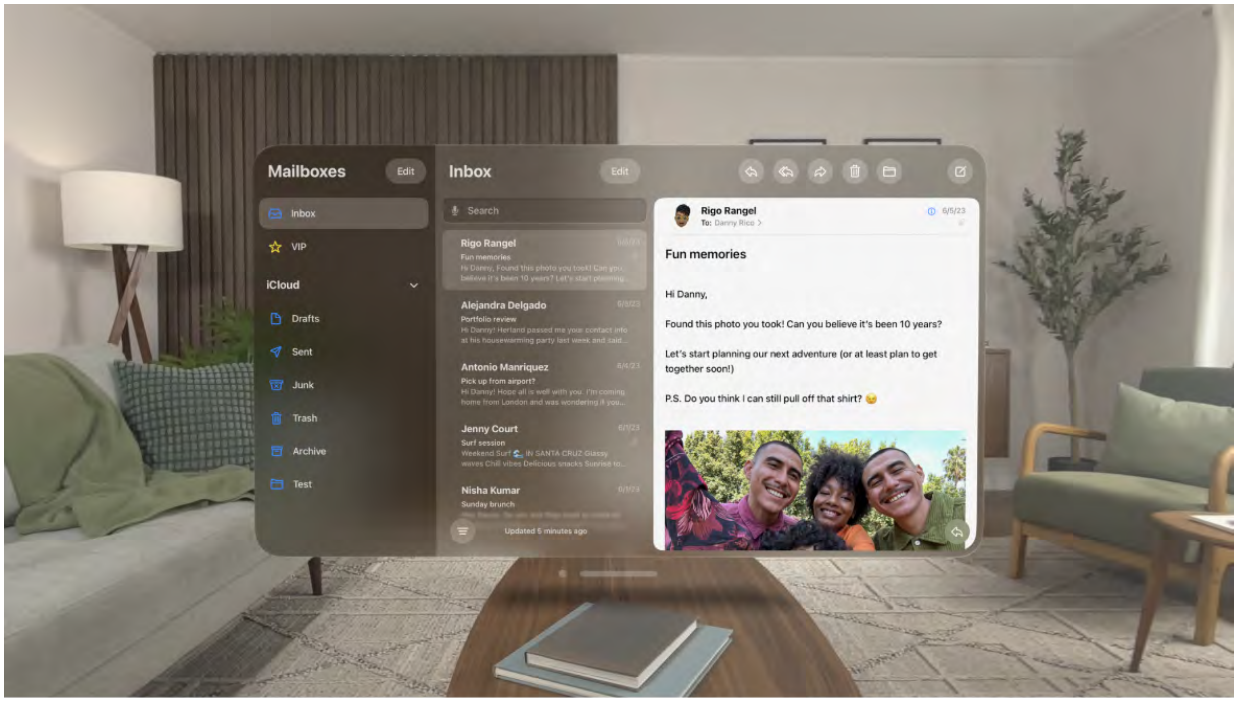
1. Go to Settings ⚙ > [*your name*] > iCloud > iCloud Mail.
2. Tap Custom Email Domain, then tap your custom domain.
3. Turn on Allow All Incoming Messages.

If the domain owner allows all incoming messages, any messages that aren’t sent to an active email address go to the domain owner’s inbox. If this setting isn’t turned on, those messages are returned to the sender.

Note: Messages sent to deleted email addresses are automatically returned to the sender.

Check your email in Mail on Apple Vision Pro

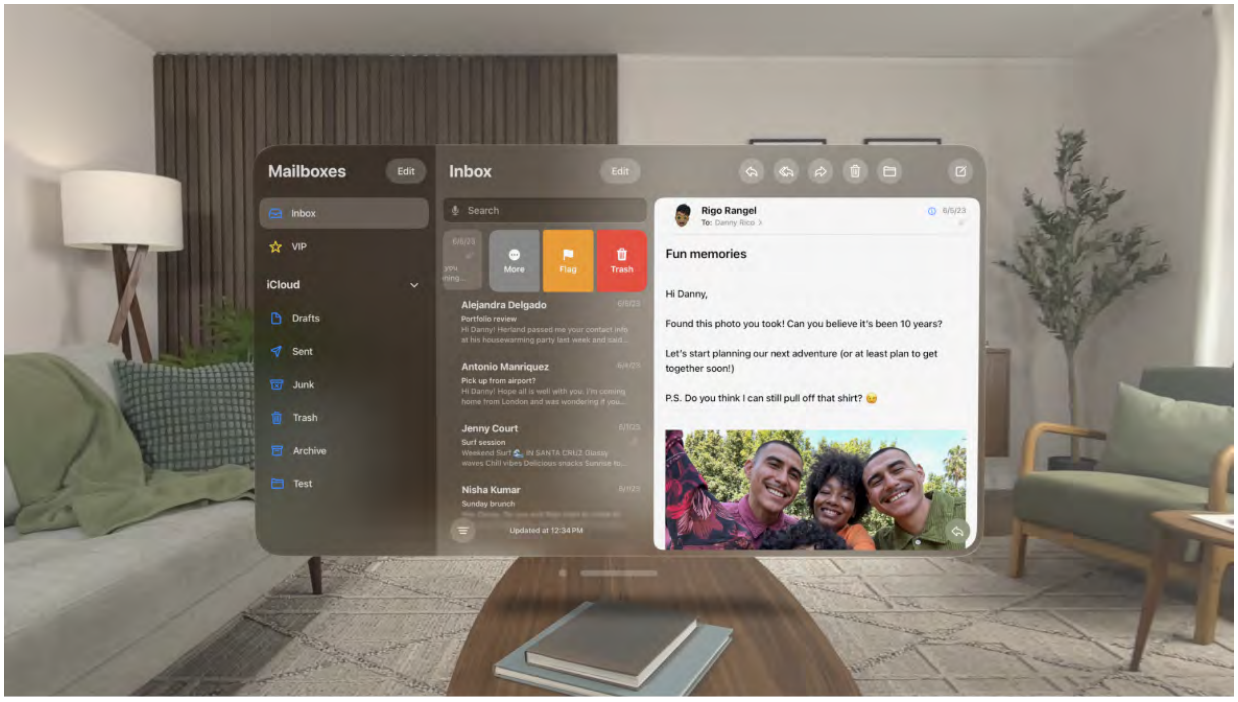
In the Mail app, you can read emails, add contacts, and preview some of the contents of an email without opening it.



Read an email

In the inbox, tap the email you want to read.

Use Remind Me to come back to emails later



If you don't have time to handle an email right away, you can set a time and date to receive a reminder and bring a message back to the top of your inbox.

Swipe on a message, tap ⊙, tap Remind Me, then choose when to be reminded.

Preview an email and a list of options

If you want to see what an email is about but not open it completely, you can preview it.

In your inbox, pinch and hold an email to preview its contents and see a list of options for replying, filing it, and more.

Show a longer preview for every email

In your inbox, Mail displays two lines of text for each email by default. You can choose to see more lines of text without opening the email.

Go to Settings ⚙ > Apps > Mail > Preview, then choose up to five lines.

Show the whole conversation

Go to Settings ⚙ > Apps > Mail, then turn on Organize by Thread (below Threading).

💡 **Tip:** You can also change other settings in Settings > Mail—such as Collapse Read Messages or Most Recent Message on Top.

Show To and Cc labels in your Inbox

Go to Settings ⚙ > Apps > Mail, then turn on Show To/Cc Labels (below Message List).

You can also view the To/Cc mailbox, which gathers all mail addressed to you. To show or hide it, tap Edit in the upper-left corner of the Mail app, then select “To or Cc.”

Add someone to your contacts or make them a VIP

In an email, tap ⓘ to the right of a person’s name or email address, tap their name again, then do one of the following:

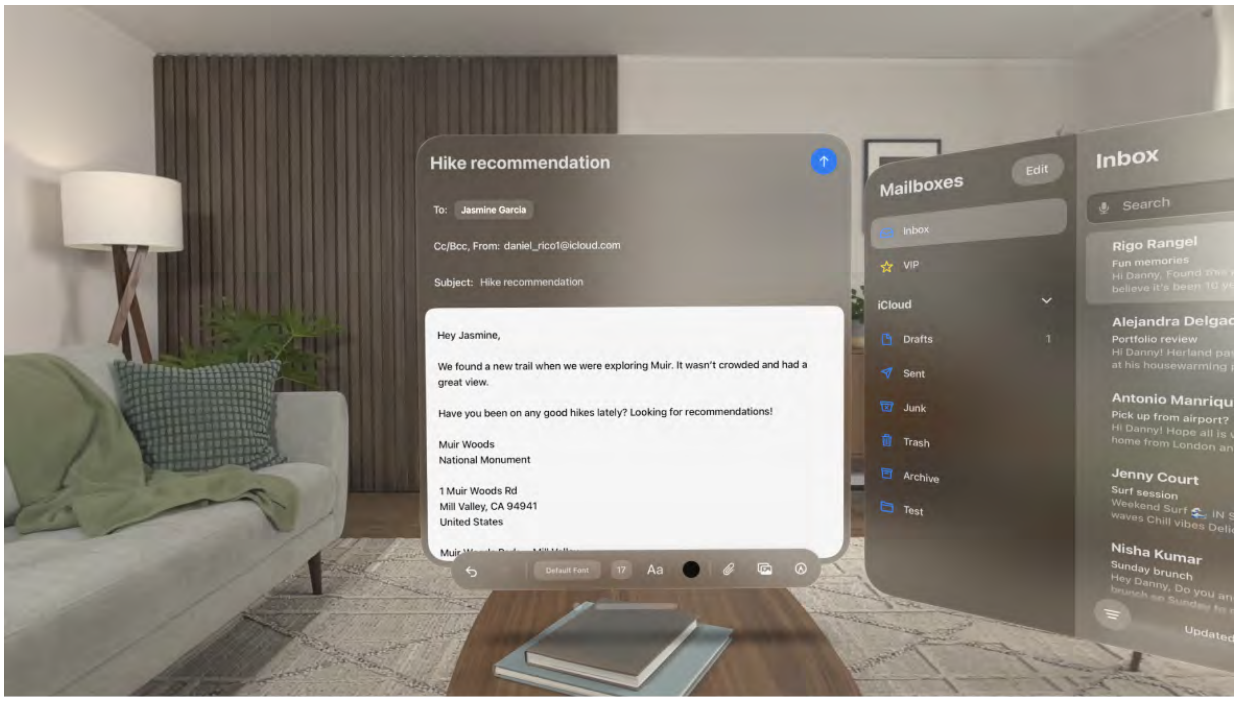
- *Add to your contacts:* Tap Create New Contact or Add to Existing Contact.

  You can add a phone number, other email addresses, and more.

- *Add to your VIP list:* Tap Add to VIP.

Write and send email

Send email in Mail on Apple Vision Pro



In the Mail app, you can write, send, and schedule email from any of your email accounts.

Write an email message

1. Tap .
2. Tap in the email, then type your message.
3. To change the formatting, tap an option at the bottom of the message window.

   You can change the font style and color of text, use a bold or italic style, add a bulleted or numbered list, and more.
4. Tap to send your email.

Add recipients

1. Tap the To field, then type the names of recipients.

   As you type, Mail automatically suggests people from your contacts, along with email addresses for people who have more than one email address.

   You can also tap ⊕ to add recipients.

2. If you want to send a copy to other people, tap the Cc/Bcc field, then do any of the following:

   - Tap the Cc field, then enter the names of people you're sending a copy to.
   - Tap the Bcc field, then enter the names of people you don't want other recipients to see.

Tip: After you enter recipients, you can reorder their names in the address fields, or pinch and drag them from one address field to another—for example, to the Bcc field if you decide you don't want their names to appear.

Schedule an email with Send Later

Pinch and hold ↑, then choose when you want to send the email.

To see more options, tap Send Later.

Automatically send a copy to yourself

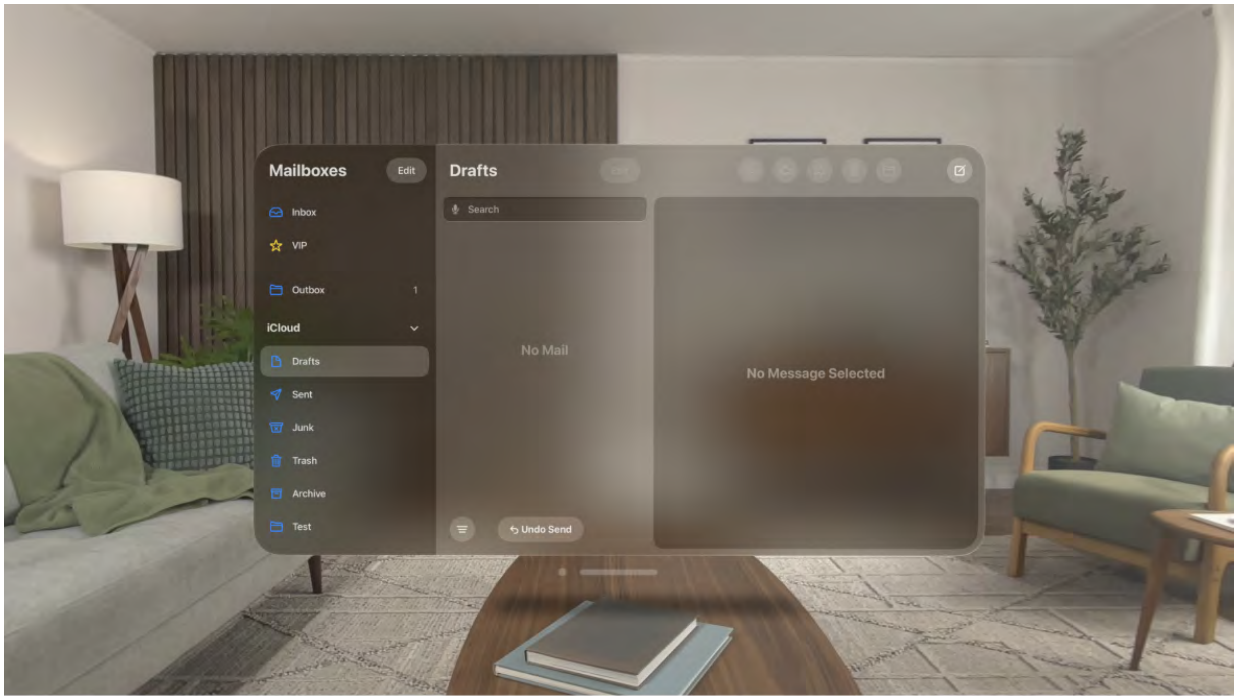
Go to Settings ⚙ > Apps > Mail, then turn on Always Bcc Myself (below Composing).

Send an email from a different account

If you have more than one email account, you can specify which account to send email from.

1. In your email draft, tap the Cc/Bcc, From field.
2. Tap the From field, then choose an account.

Unsend email with Undo Send in Mail on Apple Vision Pro



With the Mail app, you can change your mind and unsend an email. You can also set a delay for all emails to give yourself a little more time to unsend them.

Undo a sent email

Tap Undo Send at the bottom of the window to pull back the email.

You have ten seconds to change your mind after you send an email.

Delay sending emails

You can give yourself a little more time to change your mind and unsend emails by setting a delay.

Go to Settings > Mail, tap Undo Send Delay, then choose a length of time to delay outgoing email messages.

Reply to and forward emails in Mail on Apple Vision Pro

With the Mail app, you can reply to or forward emails.

Reply to an email

1. Tap in the email, tap , then do one of the following:
   - *Reply to just the sender:* Tap Reply.
   - *Reply to the sender and the other recipients:* Tap Reply All.
2. Type your response.

Quote some text when you reply to an email

When you reply to an email, you can include text from the sender to clarify what you're responding to.

1. In the sender's email, pinch and hold the first word of the text you want to quote, then drag to the last word.
2. Tap , tap Reply, then type your message.

Note: To turn off the indentation of quoted text, go to Settings > Apps > Mail > Increase Quote Level (below Composing), then turn off Increase Quote Level.

Forward an email

You can send an email forward to new recipients.

1. Tap in the email, tap , then tap Forward.
2. Enter the email addresses of the new recipients.
3. Tap in the email, then type your response. The forwarded message appears below.

Follow up on emails

If you send a message and don't receive a response for several days, the email automatically moves back to the top of your inbox to help you remember to follow up.

Go to Settings > Apps > Mail, then turn Follow Up Suggestions on or off.

Save a draft in Mail on Apple Vision Pro

In the Mail app , you can save a draft to finish later, or look at existing emails while you're writing a new one.

Save a draft for later

If you're writing an email and want to finish it later, tap Cancel, then tap Save Draft.

To resume work on an email you saved as a draft, pinch and hold , then select a draft.

You can also swipe down on the title bar of an email you're writing to save it for later. When you're ready to return to your email, tap its title at the bottom of the window.

Tip: If you have a Mac with OS X 10.10 or later, you can also hand off unfinished emails between your Apple Vision Pro and your Mac.

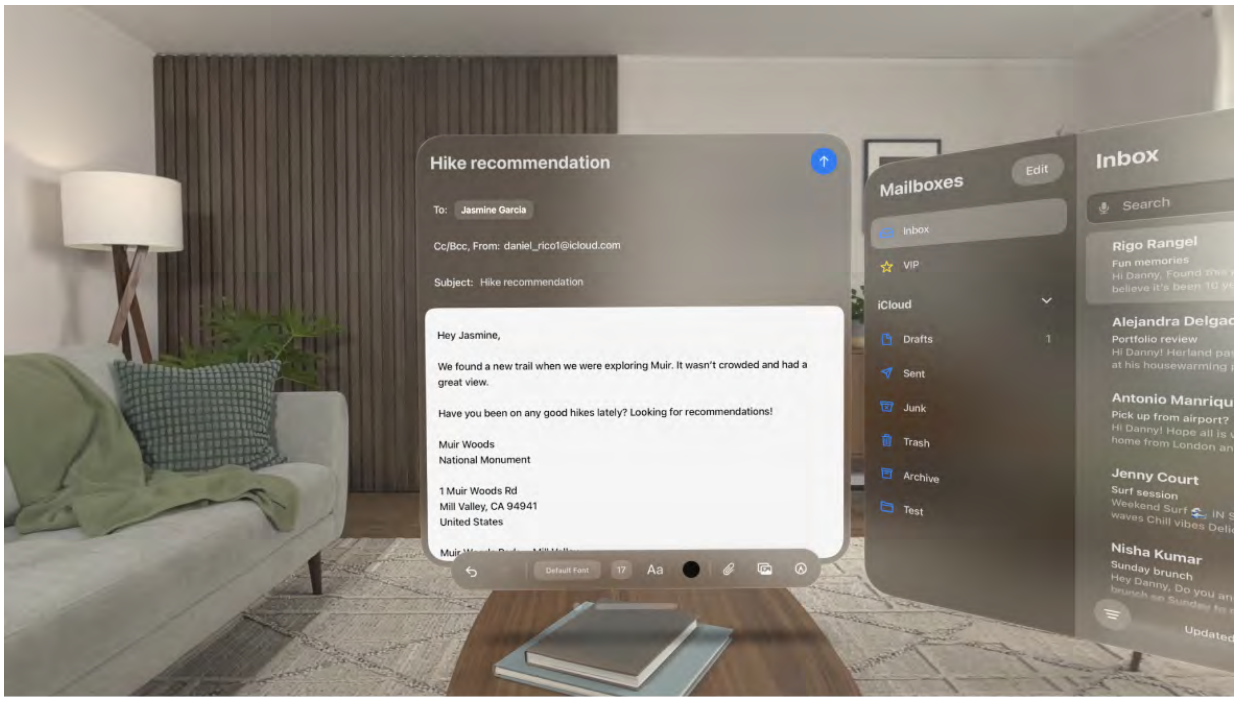
Show draft emails from all your accounts

If you have more than one email account, you can show draft emails from all your accounts.

1. Tap < at the top left to view your mailboxes.
2. Tap Edit at the top of the list.
3. Tap Add Mailbox, then turn on the All Drafts mailbox.

Work with attachments

Add email attachments in Mail on Apple Vision Pro



In the Mail app, you can attach photos, videos, and documents to an email. You can also scan a paper document and send it as a PDF attachment, or draw directly in an email and send the drawing as an attachment. Depending on the file size, the attachment might appear inline with the text in the email or as at the end of the email.

Attach a photo, video, or document to an email

You can attach and send documents, videos, and photos in your emails for recipients to easily download and save.

Tap in the email where you want to insert the attachment, then do one of the following:

- *Attach a document:* Tap in the toolbar, then locate the document in Files.

  In Files, tap Browse or Recent at the bottom, then tap a file, location, or folder to open it.

- *Attach a saved photo or video:* Tap in the toolbar, then choose a photo or video. Tap to return to the email.

Note: If your file exceeds the maximum size allowed by your email account, follow the instructions to send it using Mail Drop. See the Apple Support article Mail Drop limits.

Create and attach a drawing to your email

You can draw in an email to demonstrate ideas that are hard to put into words. Your drawing is added to the email as an attachment for recipients to view and download.

1. Tap Ⓐ to show the Markup toolbar.
2. Choose a drawing tool and color, then pinch and hold your fingers, then drag to write or draw.
3. When you're finished, tap Done, then tap Insert Drawing.

To resume work on a drawing, tap the drawing in the email, then tap Ⓐ.

Download email attachments in Mail on Apple Vision Pro

In the Mail app, you can download attachments that are sent to you in email or easily search for emails with attachments in your mailboxes.

Download an attachment sent to you

Pinch and hold the attachment, then choose Save Image or Save to Files.

If you choose Save Image, you can find it later in the Photos app. If you choose Save to Files, you can find it later in the Files app.

Tip: To open the attachment with another app, tap Share, then choose the app.

Find emails with attachments

If you're having trouble finding an attachment someone sent you, you can filter your emails to show only those with attachments.

1. In a mailbox, tap to turn on filtering.
2. Tap "Filtered by," then turn on Only Mail with Attachments.

Tip: You can also show emails with attachments from all accounts in one mailbox. To set up the attachment mailbox, tap < at the top left, tap Edit, then select Attachments. The attachments mailbox appears in the mailboxes list with your other mailboxes.

Annotate email attachments on Apple Vision Pro

In the Mail app, you can give feedback on a draft, decorate a photo, and more. You can also draw and write on a photo, video, or PDF attachment, then save it or send it back.

1. In the email, tap the attachment, then tap Ⓐ.
2. Using the drawing tools, pinch and hold your fingers, then drag to write or draw.
3. When you're finished, tap Done, then choose to save, send, or discard your edited attachment.

Set email notifications on Apple Vision Pro

In the Mail app, you can change your Mail notification settings and choose which mailboxes and email threads to receive notifications from.

Mute email notifications

To reduce interruptions from busy email threads, you can mute notifications from messages in a conversation.

1. Open an email in the conversation.
2. Tap, then tap Mute.

To specify what you want done with emails you muted, go to Settings > Apps > Mail > Muted Thread Action, then select an option.

Receive notifications about replies to an email or thread

You can set up mail notifications that let you know when you receive emails in favorite mailboxes or from your VIPs.

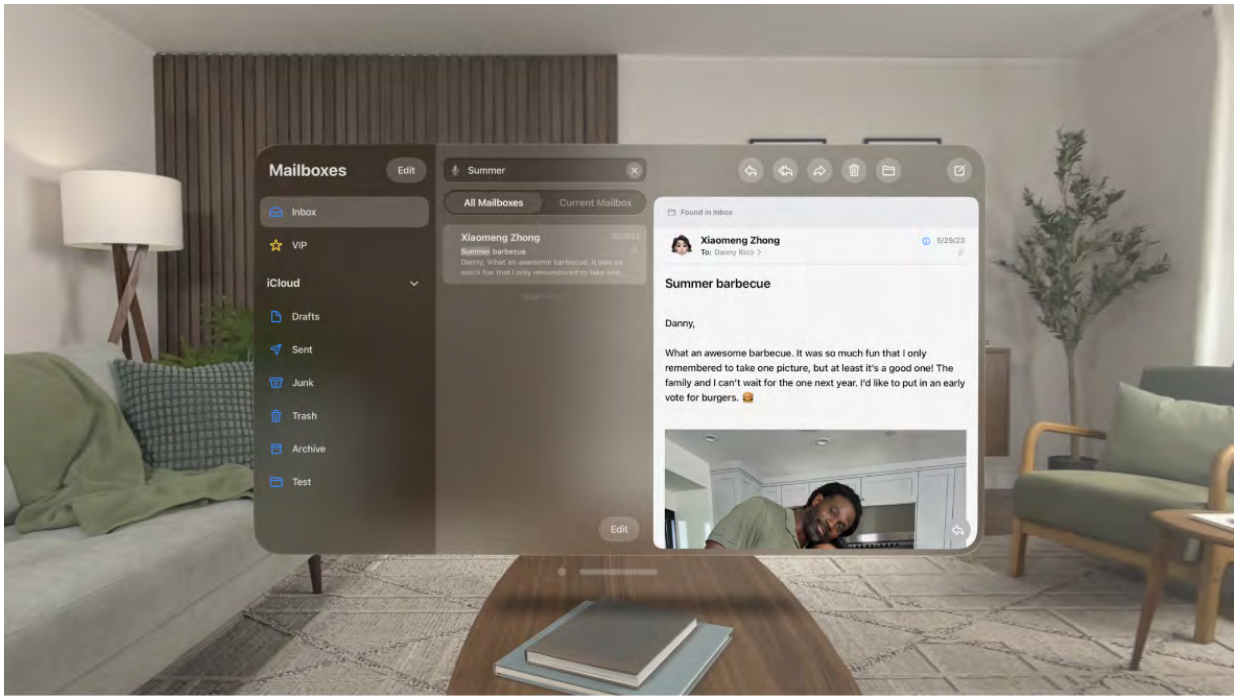
- *When reading an email:* Tap, then tap Notify Me.
- *When writing an email:* Tap the Subject field, tap in the Subject field, then tap Notify Me.

Change your Mail notification settings

1. Go to Settings > Apps > Mail > Notifications, then make sure that Allow Notifications is on.
2. Tap Customize Notifications, then tap the email account you want to make changes to.
3. Select the settings you want, like Alerts or Badges. When you turn on Alerts, you have the option to customize your sounds by changing the alert tone or ringtone.

You can set times when you want to allow notifications from the Mail app. See Change notification settings and sounds on Apple Vision Pro.

Search for email in Mail on Apple Vision Pro



In the Mail app, you can search for emails using different criteria.

Search for text in an email

1. From a mailbox, tap the search field, then type what you're looking for. To make your search more specific, you can do any of the following:
   - *Search by timeframe:* Enter a timeframe, like "September."
   - *Choose where you want to search:* Tap All Mailboxes, or Current Mailbox.
   - *Find all flagged emails:* Enter "flag" in the search field, scroll down, then tap Flagged Messages below Other.
   - *Find all unread emails:* Enter "unread" in the search field, scroll down, then tap Unread Messages below Other.
   - *Find all emails with attachments:* Enter "attachment" in the search field, scroll down, then tap Messages with Attachments below Other.
2. Tap Search. Tap an email in the results list to read it.

Mail searches the address fields, the subject, the email body, documents, and links. The most relevant emails appear in Top Hits above the search suggestions as you type.

Organize email in mailboxes on Apple Vision Pro

In the Mail app, you can manage your email in mailboxes.

Quickly manage emails

With simple gestures, you can move individual emails to the Trash, mark them as read, and more. Do any of the following:

- To reveal a list of actions, pinch and drag an email to the left until the menu appears, then tap an item.
- To quickly use the rightmost action, pinch and drag all the way to the left.
- Pinch and drag to the right to reveal other actions.

To choose the actions you want to appear in the menus, go to Settings > Apps > Mail > Swipe Options (below Message List).

Organize your mail with mailboxes

You can choose which mailboxes to view, reorder your mailboxes, create new ones, or rename or delete mailboxes. (Some mailboxes can't be changed.)

To organize your mailboxes, tap Edit in the upper-left corner, then do any of the following:

- *View mailboxes:* Select the checkboxes next to the mailboxes you want to include in the mailboxes list.
- *Reorder mailboxes:* Pinch and hold next to a mailbox until it lifts up, then drag it to the new position.
- *Create a new mailbox:* Tap New Mailbox in the lower-right corner, then follow the instructions.
- *Rename a mailbox:* Tap the mailbox, then tap the title. Delete the name, then enter a new name.
- *Delete a mailbox:* Tap the mailbox, then tap Delete Mailbox.

Move or mark multiple emails

1. While viewing a list of emails, tap Edit.
2. Select the emails you want to move or mark by tapping their checkboxes.

   Tip: To select multiple emails quickly, swipe down through the checkboxes.

3. Tap Mark, Move, or Trash at the bottom of the window.

View emails from one account at a time

If you use multiple email accounts with the Mail app, you can use the mailboxes list to view emails from one account at a time.

Tap < at the top left, then tap a mailbox below the email account you want to access.

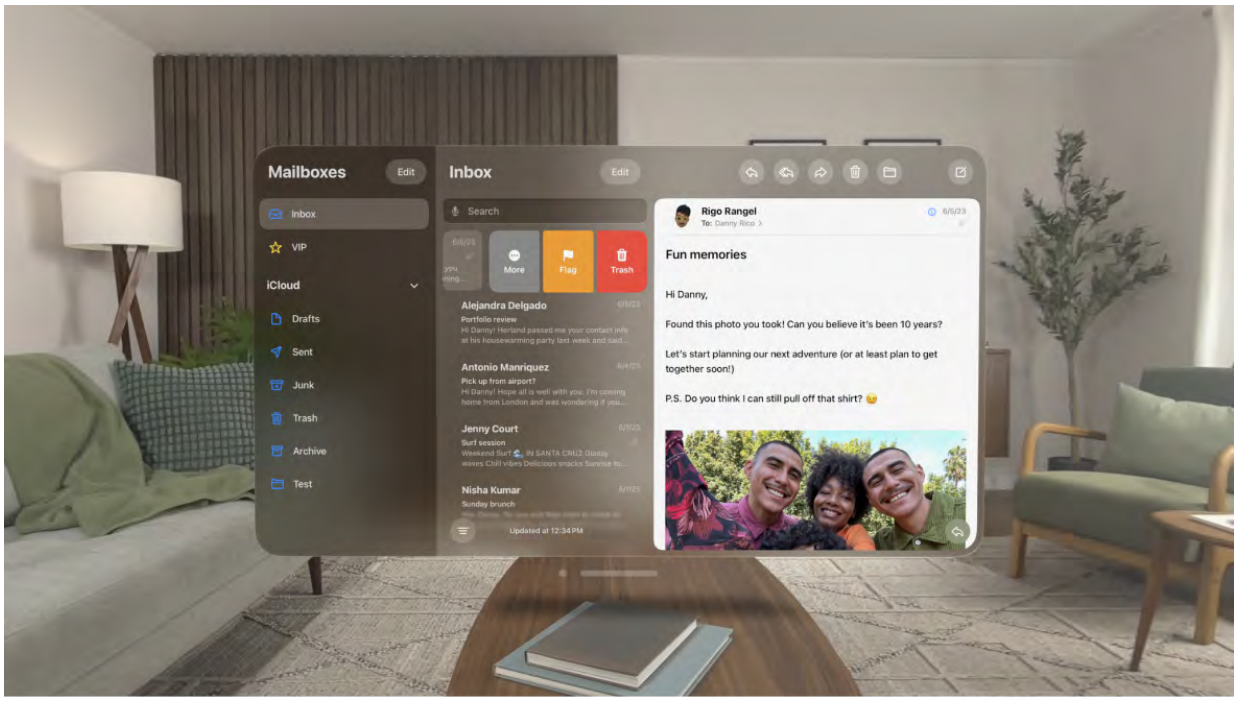
Each mailbox listed below a particular email account only displays emails from that email account. For example, to view only emails sent from your iCloud account, tap iCloud, then tap Sent.

Move an email to junk

To move an email to the Junk folder, open it, tap ↩ at the bottom of the window, then tap Move to Junk.

Flag and filter email

Flag emails in Mail on Apple Vision Pro



In the Mail app, you can flag your emails, create flagged mailboxes, and flag emails from VIPs.

Flag an email

You can flag an email to make it easier to find later. An email you flag remains in your Inbox, but also appears in the Flagged mailbox.

1. Open the email, tap at the bottom of the window, then tap Flag.
2. To choose a color for the flag, tap a dot.

   To change or remove a flag, open the email, tap, then select another color, or tap.

Note: Flags you add to an email appear on that email in Mail on all your Apple devices where you're signed in with the same Apple ID.

See all your Flagged emails

You can add a Flagged mailbox so all your flagged emails are easily accessible in one location.

1. Tap at the top left.

2. Tap Edit, then select Flagged.

Flag emails from your VIPs

Add important people to your VIP list, so their emails appear with a VIP flag and in the VIP mailbox.

1. While viewing an email, tap the name or email address of a person in the email.
2. Tap Add to VIP.

Block email from specified senders

To block a sender, tap their email address, then select Block this Contact.

Filter emails in Mail on Apple Vision Pro

In the Mail app, you can use filters to temporarily show only certain messages—the ones that meet all the criteria you select in the filter list. For example, if you select Unread and Only Mail with Attachments, you see only unread emails that have attachments.

You can also specify which email accounts are visible in Mail when a particular Focus is on.

Filter emails

1. Tap in the bottom-left corner of a mailbox list.
2. Tap “Filtered by,” then select or turn on the criteria for emails you want to view.

To turn off all filters, tap . To turn off a specific filter, tap “Filtered by,” then deselect it.

Match a mail account to a Focus

You can choose which email accounts to receive notifications from when a Focus is on. For example, you can set a filter to show only your work email account and its notifications when your Work Focus is on.

1. Go to Settings > Focus, then tap a Focus.

   If you don’t see the Focus option you want, click Add Focus. See Set up a Focus on Apple Vision Pro.

2. Tap Add Filter below Focus Filters, then tap Mail.
3. Select the accounts you want to see in your inbox during that Focus.

Privacy and security

Use Hide My Email in Mail on Apple Vision Pro

When you subscribe to iCloud+, Hide My Email lets you send and receive email messages that forward to your real email account, to keep your real email address private. You can generate unique email addresses on demand in the Mail app.

Send an email with Hide My Email

1. Tap.
2. Add a recipient and subject for your email.

   Note: You can only send a message using Hide My Email to one recipient at a time.
3. Tap the From field, tap it again, then tap Hide My Email. A new, unique email address appears in the From field.

Tip: When the recipient replies to an email you sent with Hide My Email, their reply forwards to your real email address. To set a Forward To address, see Create and manage Hide My Email addresses in Settings on Apple Vision Pro. If you send a reply, it will use the same unique, random address your original email was sent from, which allows you to continue the conversation and keep your real email address private.

Manage the addresses generated by Hide My Email

You can create, deactivate, reactivate, and manage the random addresses you create with Hide My Email. See Create and manage Hide My Email addresses in Settings on Apple Vision Pro.

Use Mail Privacy Protection on Apple Vision Pro

In the Mail app, turn on Mail Privacy Protection to make it harder for senders to learn about your Mail activity. Mail Privacy Protection hides your IP address so senders can't link it to your other online activity or determine your exact location. It also prevents senders from seeing if you've opened the email they sent you.

1. Go to Settings > Apps > Mail > Privacy Protection.
2. Turn on Protect Mail Activity.

   Note: When you subscribe to iCloud+, you can also use Hide My Email to generate unique, random email addresses that forward to your personal email account, so you don't have to share your personal email address when filling out forms on the web or

signing up for newsletters. See Use Hide My Email.

Change email settings in Mail on Apple Vision Pro

You can customize the email signatures you use in the Mail app and mark addresses outside specific domains.

Customize your email signature

You can customize the email signature that appears automatically at the bottom of every email you send.

1. Go to Settings > Apps > Mail, then tap Signature (below Composing).
2. Tap the text field, then edit your signature.

   You can only use text in your Mail signatures.

Tip: If you have more than one email account, tap Per Account to set a different signature for each account.

Mark addresses outside certain domains

When you're addressing an email to a recipient who's not in your organization's domain, you can have the recipient's name appear in red to alert you.

1. Go to Settings > Apps > Mail > Mark Addresses (below Composing).
2. Enter the domains that are in your organization—ones that you don't want marked in red.

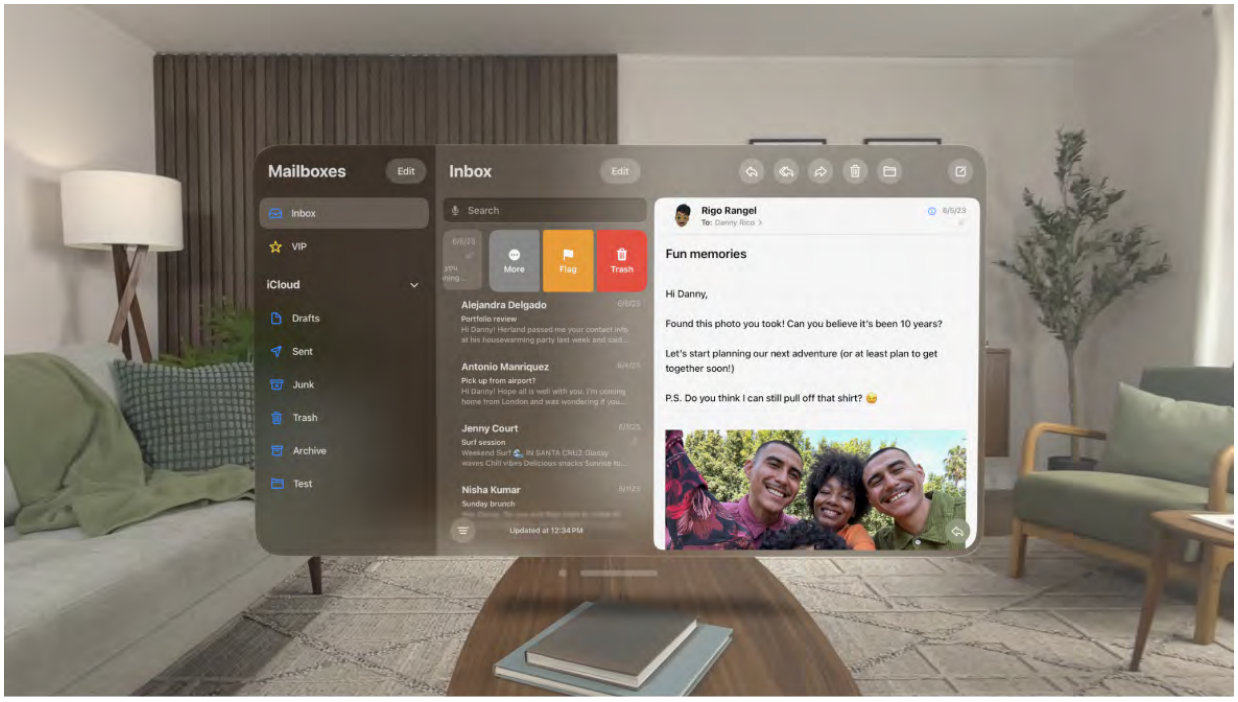
   You can enter multiple domains separated by commas (for example, "apple.com, example.org").

   The names of recipients in domains outside your organization appear in red, whether you send them an email or receive one from them.

Delete and recover emails in Mail on Apple Vision Pro

In the Mail app, you can delete or archive emails you no longer need. If you change your mind, you can recover deleted emails.

Delete emails



There are multiple ways to delete emails. Do any of the following:

- *While viewing an email:* Tap 🗑.
- *While viewing the email list:* Pinch and drag an email to the left, then choose Trash from the menu.

  To delete the email in a single gesture, pinch and drag it all the way to the left.
- *Delete multiple emails at once:* While viewing a list of emails, tap Edit, select the emails you want to delete, then tap Trash.

  To select multiple emails quickly, swipe down through the checkboxes.

To turn the deletion confirmation on or off, go to Settings ⚙ > Apps > Mail, then turn Ask Before Deleting on or off (below Messages).

Recover a deleted email

1. Tap > next to the email account, then tap Trash.
2. Tap the email you want to recover, then tap ↩.
3. Tap Move Message, then choose another mailbox.

💡 **Tip:** To see deleted emails across all your accounts, tap Edit in the top-left corner, then select the All Trash mailbox.

Archive instead of delete

Instead of deleting emails, you can archive them in the Archive mailbox.

1. Go to Settings > Apps > Mail, then tap Accounts.
2. Do one of the following:
   - *If you're using an iCloud email account:* Tap iCloud, tap iCloud again, tap iCloud Mail, then tap iCloud Mail Settings.
   - *If you're using another email account:* Tap your email provider, then tap your email account.
3. Tap Mailbox Behaviors, then change the destination mailbox for discarded emails to the Archive mailbox.

When this option is turned on, to delete an email instead of archiving it, pinch and hold , then tap Trash Message.

Decide how long to keep deleted emails

With some email clients, you can set how long deleted emails stay in the Trash mailbox.

1. Go to Settings > Apps > Mail, then tap Accounts.
2. Do one of the following:
   - *If you're using an iCloud email account:* Tap iCloud, tap iCloud again, tap iCloud Mail, then tap iCloud Mail Settings.
   - *If you're using another email account:* Tap your email provider, then tap your email account.
3. Tap Mailbox Behaviors, tap Remove, then select a time interval.

Note: Some email services might override your selection; for example, iCloud doesn't keep deleted emails longer than 30 days, even if you select Never.

Print an email in Mail on Apple Vision Pro

In the Mail app , you can print an email or an attachment.

Tap at the bottom of the email, then tap Print.

Maps

View maps and find places on Apple Vision Pro

The Maps app is an iPad app that works with Apple Vision Pro. In Maps, you can find your location on a map, find nearby attractions, and zoom in and out to see the detail you need. When you find a place, you can make reservations and see more information about it, such as accepted payment methods and parking availability.

In select cities, Maps provides enhanced detail for elevation, roads, trees, buildings, landmarks, and more.

WARNING: Never use Apple Vision Pro while operating a moving vehicle, bicycle, heavy machinery, or in any other situations requiring attention to safety. For important information about navigation and avoiding distractions that could lead to dangerous situations, see Prepare your space before using Apple Vision Pro.

Move around a map

Maps has different maps you can choose for exploring, driving, transit, and satellite, and can show current traffic and weather conditions for certain types. To find your location and provide accurate directions, Apple Vision Pro must be connected to the internet, and Location Services must be turned on. Go to Settings > Privacy & Security > Location Services, then choose an option for Maps.

- *Choose a different map:* Tap the button in the top right (the button varies depending on whether the current map is for exploring, viewing from satellite, etc.), then choose another map type.

  You can also tap 2D or 3D to switch between 2D and 3D versions of a map.

- *Move around or rotate a map:* Pinch and drag around, or pinch with both hands and move them apart or together to zoom in or out, or pinch with both hands and move one around to rotate. Some indoor locations, like airports and shopping malls, may also have options to look inside, or view the layout of another floor.

  Tip: If you zoom out far enough, the map changes to a globe that you can rotate or zoom in on to explore mountain ranges, deserts, and more.

  On a 2D map, a scale appears near the top while you zoom.

- *See your current location:* Tap .

  To show your heading instead of north at the top, tap .

Get traffic or weather information about an area

You can view traffic conditions and find out about the weather and air quality in the Maps app.

- *Get traffic information:* Choose the Driving or Satellite map, then zoom in until you see the traffic color.

  Yellow indicates slowdowns, and red indicates stop-and-go traffic.

- *Get an incident report:* Tap an incident marker.

  Markers indicate incidents such as hazards, road closures, road construction, accidents, and more.

- *Find out about the weather or air quality:* Zoom in on a map until the weather icon appears in the lower-right corner; the icon shows the current conditions for that area. In some regions, the air quality index (AQI) also appears in the lower-right corner.

  If you don't want to get the weather information or the air quality index in Maps, go to Settings > Apps > Maps, then turn off Weather Conditions or Air Quality Index.

Note: Weather and air quality data are available in select countries and regions.

Add and edit favorite places

You can save places—such as your home, your work, and where you go for coffee—to your Favorites list. You can find your favorites on the search card.

1. *Add a favorite:* In the row of Favorites on the search card, tap +, then choose a suggestion or enter a place.

You can also tap a place on a map or a search result in Maps, tap ••• (on the right side of the place card), then tap Add to Favorites.

2. *Edit the favorite:* Tap the Settings button next to the favorite, then depending on the place, you can change the name, address, and more.

3. *Delete a location from your favorites list:* On the search card, tap More above the row of Favorites, then swipe left on the place.

Find a nearby attraction, restaurant, or other service

1. Move around the map, or tap the search field, then enter something like "playground" or "parks" in the search field or tap a category like Grocery Stores.

   Tip: Look at in the search field to dictate your search.

   Ask Siri. Say something like: "Find coffee near me." Learn how to use Siri.

2. To change the area you're searching, pinch and drag the map, zoom in, or zoom out.

   Depending on what you look for, you may be able to apply more search criteria, tap a suggestion to get additional information, and more.

3. Tap a place to get more information, such as hours, reviews, and directions.

To delete an item from the list of recent searches, swipe left on the item.

Note: Nearby suggestions aren't available in all countries or regions. See the iOS and iPadOS Feature Availability website.

Save, share, and rate places

You can save places you want to remember or revisit, and share places with others. For example, you can send a message or email to show people where to meet you, or create a Guide for all the places you visited on a recent trip.

- Tap a place on the map or a search result in Maps, then do one of the following:
  - *Save a place in Guides or favorites:* Tap •••, then choose an option.
  - *Mark a location:* Pinch and hold the location on the map, then choose Mark My Location.
  - *Share a place:* Tap (at the top of the place card), then choose an option.
  - *Provide ratings:* Tap or for the available categories.

    Note: If you don't see ratings categories or the Rate button on the place card, you can't rate the location or add a photo.
  - *Submit photos:* Tap Add Your Photos, then follow the instructions.

Before you tap Add to submit your photos, you can credit yourself for the photos you contribute, using either your name or a nickname. Tap Photo Credit, then turn on Show Credit and if desired, enter a nickname for yourself. (The photo credit option you choose applies to all photos you previously submitted and continue to submit.)

You can edit and delete saved places and marks at any time.

To upload your ratings and photos to Apple, you must have an Apple ID. You can also view and change your ratings, add and remove photos, add or remove your photo credit, and provide a nickname for your photo credit

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To report an issue with Maps, tap your picture or initials next to the search field, then tap Reports.

Apple is committed to keeping personal information about your location safe and private. To learn more, go to Settings > Maps, then tap About Apple Maps and Privacy.

Look around places and take flyover tours in Maps on Apple Vision Pro

In the Maps app, you can look around some places with 360-degree panoramic views and fly over many of the world's major landmarks. For example, you can view a virtual walk through the streets or orient yourself to landmarks you can use to navigate when you get to your destination.

Tip: Make the Maps window larger if you want to feel more immersed in the place you're looking at.

Look around places with panoramic views

1. In select cities, tap near the bottom of a map.
2. To change the view, do any of the following:
   - *Pan:* Pinch and drag left or right.
   - *Move forward:* Tap the scene.
   - *Zoom in or out:* Pinch open or closed with both hands.
   - *View another point of interest:* Tap elsewhere on the map.
   - *Switch to or from full-screen view:* Tap or .
   - *Hide labels in full-screen view:* Tap the address card at the bottom of the window, then tap .
3. When finished, tap Done.

View a city or landmark from above

1. Search for a city or the name of a landmark, then tap its name in the search results.
2. Tap Flyover on the place card.

   For some landmarks, if Flyover doesn't appear on the place card, tap •••, then tap Flyover.
3. To move around, pinch and drag in any direction. To rotate perspective, pinch and hold with one hand, then continue holding it in place while you pinch and drag with the other hand.
4. To return to the map, tap ⊗ in the card at the bottom of the screen (tap anywhere on the screen if see Search for a city or the name of a landmark, then tap its name in the search results doesn't appear).

Watch an aerial 3D tour

On Apple Vision Pro, take a Flyover tour of a city or landmark.

1. Tap the name of a city (in map or satellite view) or the name of a landmark.
2. Tap Start Tour or Start City Tour in the card at the bottom of the window. (If the card doesn't appear, tap anywhere in the window).
3. To return to the map, tap ⊗.

For a list of sites with Flyover, see the iOS and iPadOS Feature Availability website.

Create and explore Guides in Maps on Apple Vision Pro

Editorially curated Guides from trusted brands and partners are available in the Maps app to help you discover great places around the world to eat, shop, and explore. Guides are automatically updated when new places are added, so you always have the latest recommendations.

Create a guide

Scroll down in the search card, tap New Guide, enter a name, then tap Create.

To add a place to a Guide, tap it, tap •••, then tap Add to Guides.

To edit or remove a Guide later, tap your picture or initials at the top right of the search card, then tap Guides.

View, share, and save a Guide

To find guides, scroll down in the search card, then tap Explore Guides. You can also find guides for certain cities and locations. To open a Guide, tap its cover.

- *Save the Guide:* Scroll to the top of the Guide, then tap .

  It's saved in your collection of My Guides. To remove it, tap the Guide, then tap Delete.

- *Share the Guide:* Scroll to the top of the Guide, tap , then choose an option.
- *Add a destination to My Guides:* Tap , then select one of your guides.
- *Explore related media:* In select Guides, tap links to find relevant music, books, and more.
- *Close the Guide:* Tap .

Guides are available for many cities worldwide, with more places coming.

Get directions on Apple Vision Pro

You can get travel directions in the Maps app in several ways.

WARNING: Never use Apple Vision Pro while operating a moving vehicle, bicycle, heavy machinery, or in any other situations requiring attention to safety. For important information about navigation and avoiding distractions that could lead to dangerous situations, see Prepare your space before using Apple Vision Pro.

Get directions on your Apple Vision Pro to follow on another device

Before a big trip or a day of cycling, you can plan your route on your Apple Vision Pro, and then share the details to another device, like your iPhone. You must be signed in with the same Apple ID on both your Apple Vision Pro and your iPhone.

1. In Maps on your Apple Vision Pro, create a route for your trip. You can switch the starting point and your destination, turn on Avoid Tolls and Highways, add additional destinations, switch to another method of travel, and more.

   If you're driving or taking transit, the time to your destination is based current traffic conditions. To see how long it may take you to travel later, tap Now, tap Leave at or Arrive by, enter a date and time, then tap Apply. The time to your destination is calculated according to typical, expected traffic patterns.

2. Choose Share > Send to [*your device*].

Choose your default mode of travel

Maps defaults to your preferred way to travel when providing directions. To change your preference, do the following:

1. Tap your picture or initials at the top right of the search card, then tap Preferences.

   If neither your picture nor initials appears, tap Cancel next to the search field, or tap the search field, then tap Cancel.

2. Tap Driving, Walking, Transit, or Cycling.

Find nearby transit departures in Favorites

You can get one-tap access to the departure times for stops and stations near you.

- *Add Nearby Transit to Favorites:* In the row of Favorites on the search card, tap +, tap Nearby Transit, then tap Done. (If + doesn't appear, swipe the Favorites row left.)
- *View upcoming departures:* Tap Transit in the row of Favorites on the search card. To see stop details and additional departure times, tap any row on the Nearby Transit card.
- *Choose a line to appear at the top of the Nearby Transit list:* Tap Transit in the row of Favorites on the search card, pinch and hold a line, then tap Pin. (To remove the pin, pinch and hold the line again, then tap Remove Pin.)

Delete recent directions

Scroll down in the search card to Recents, then do one of the following:

- Swipe a recent route left.
- Tap More directly above the list, then swipe a recent route left, or to delete a group of routes, tap Clear above the group.

Find and adjust your Maps settings on Apple Vision Pro

In the Maps app, you can find your settings for preferences, guides, favorites, and more.

Find Maps settings

- Tap your picture or initials at the top right of the search card, then choose an option.

  (If neither your picture nor initials appears next to the search field, tap Cancel next to the field, or tap the search field, then tap Cancel.)

  To find more Maps settings, choose Preferences, scroll down, then tap Maps Settings at the bottom of the window.

Refine your home or work location

If Maps isn't precisely locating your home or work place, you can help improve directions to and from your home or work by correcting the location.

1. On the search card, tap More above the row of favorites, then tap ⓘ next to Home or Work.
2. Tap Refine Location on Map, drag the map to move the marker over the correct location, then tap Done.

Delete significant locations

The Maps app uses information about your significant locations from location services to provide you with personalized services like predictive traffic routing. Your significant locations are end-to-end encrypted and cannot be read by Apple. You can delete your significant locations at any time—for example, to reset predictive traffic routing and similar personalized services.

1. Go to Settings > Privacy & Security > Location Services > System Services, then tap Significant Locations.
2. Tap Clear History. This action clears all your significant locations on any devices that are signed in with the same Apple ID.