

What's new in iOS 11?



A guide to the new accessibility and usability features in iOS 11

By CALL Scotland





Published by CALL Scotland, The University of Edinburgh

November 2017
(1st Edition, November 2017)

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Introduction

Released in September 2017, iOS 11 is the latest version of Apple's operating system for the iPad (iOS).

iOS 11 introduces new features and capabilities, such as improved multitasking with dragging and dropping, a new Docking Bar and a newly designed Control Centre, making it easy to access and customise Accessibility tools such as large text.

While these new features and tools do not necessarily improve or build on the Accessibility updates in iOS 10¹, they are indeed very welcome 'usability' improvements.

You can use this document as a standalone guide, and/or along with the other CALL iPad infographs/posters which explore the built-in functionality of the iPad - no apps required!

www.callscotland.org.uk/downloads/posters-and-leaflets/

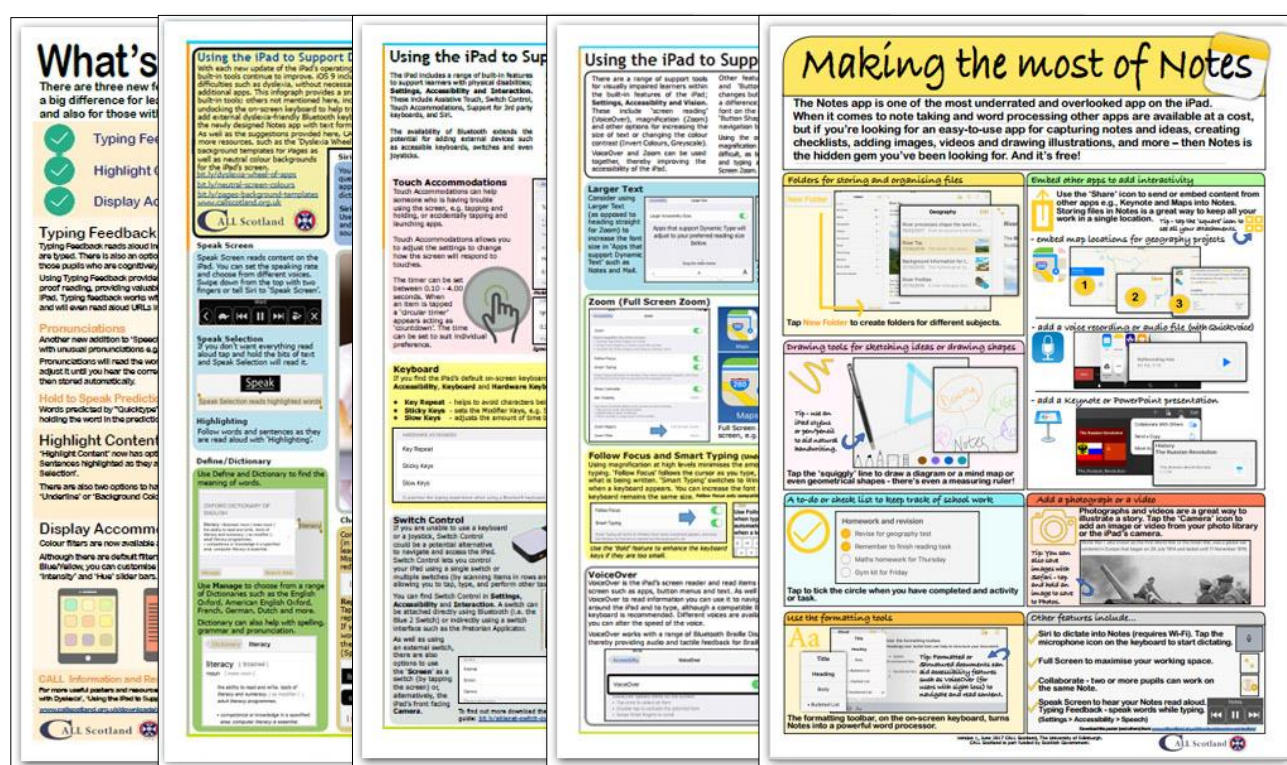


Figure 1: Collection of CALL Scotland's infographs for iPads.

¹ iOS 10 introduced enhanced Accessibility features such as Display Accommodations, Typing Feedback, Hold to Speak Predictions and more. See:

www.callscotland.org.uk/downloads/posters-and-leaflets/whats-new-in-ios10/

What's new in iOS 11?

A newly designed Control Centre

Control Centre provides quick access to the iPad's settings, such as adjusting brightness, volume, music, Bluetooth, Wi-Fi etc.

In iOS 11 Control Centre has been re-designed with a new look and shortcuts allowing for quick access to Controls tools such as Bluetooth, Wi-Fi and more. It may vary on different devices.

There is also an option to Customise Control Centre by adding or removing Controls, such as Stopwatch, Camera as well as **Accessibility Controls**, e.g. quick access to:

- **Text Size.**
- **Magnifier.**
- **Guided Access.**
- **Accessibility Shortcuts.**



Flicking or swiping upwards from the bottom of the iPad's screen reveals Control Centre.

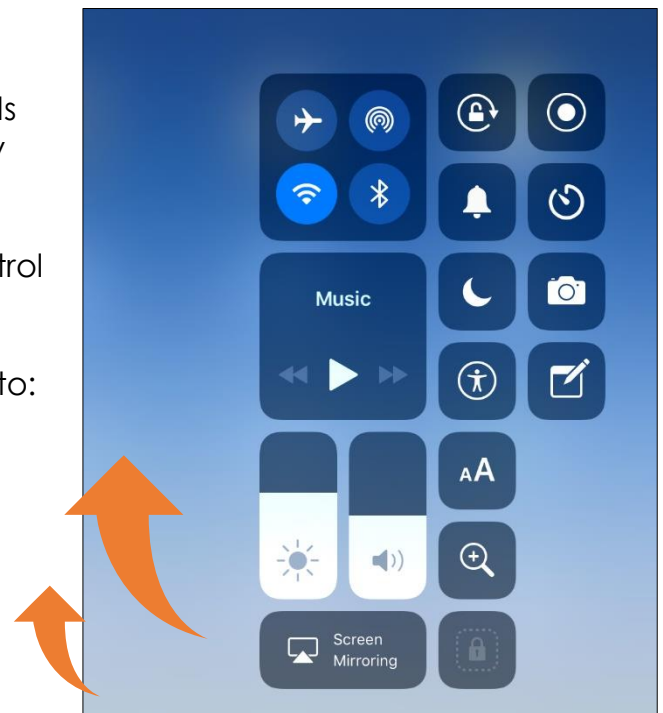


Figure 2: Newly designed Control Centre.

Customising Control Centre

Control Centre can be easily customised by adding, deleting and organising different Controls.

1. Tap Settings.
2. Tap Control Centre.
3. Tap Customise Controls.
4. Add a new Control by tapping the 'Green Plus' icon in the 'More Controls' section.
5. Press the 'Red Minus' button to remove a Control.
6. Controls are organised in hierarchy by moving/sliding the panels up and down.

Changes are reflected in the main Control Centre window.

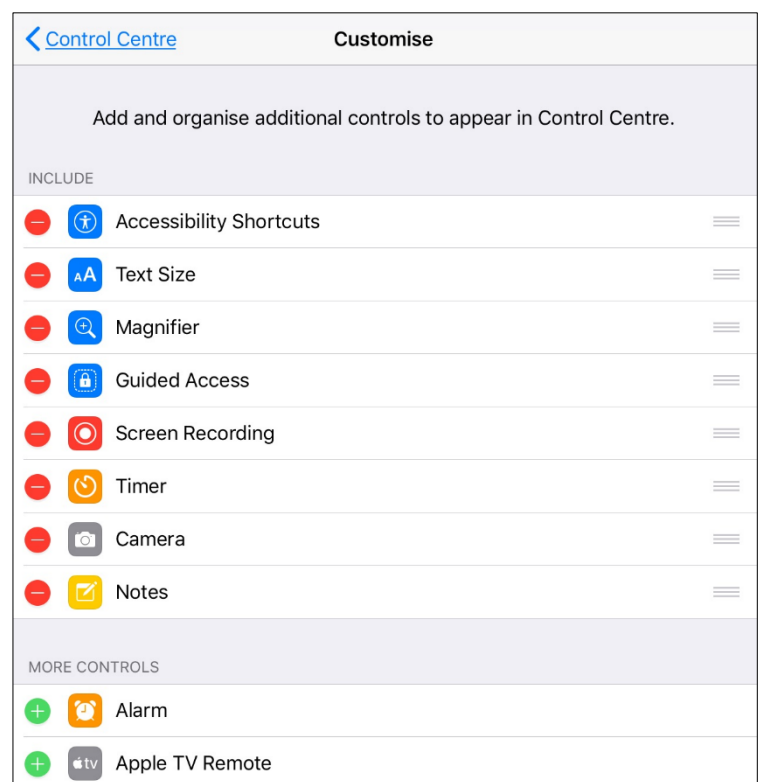


Figure 3: Customising Control Centre

Screen Recording

Record activities and actions on the iPad's screen (with audio) – great for creating 'how to' tutorials.

The Record button is **not** available in the Control Centre by default – it needs to be added to the Control Centre (see the previous page).

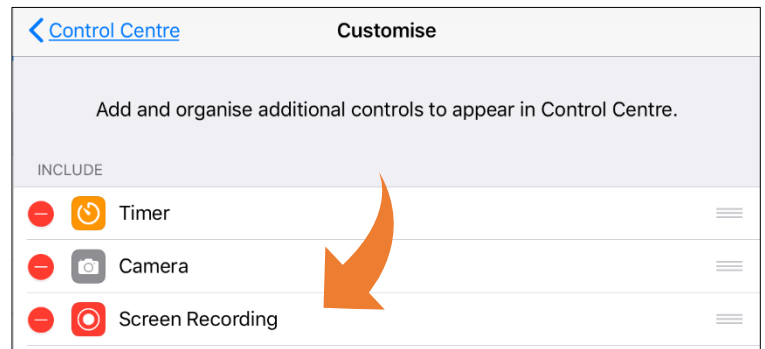


Figure 4: Screen Recording in iOS 11.

Make a Screen Recording

1. Flick or swipe up from the bottom of the iPad's screen to reveal the Control Centre.
2. Tap the Recording icon to start the countdown from 3 to 1. The Recording icon turns white/red to indicate Screen Recording has started.
3. Tap the record button to stop the Recording.

Recordings are saved in the Photos app – which can be used for making basic video edits such as trimming.



Recordings can be imported to iMovie for additional edits and enhancements.

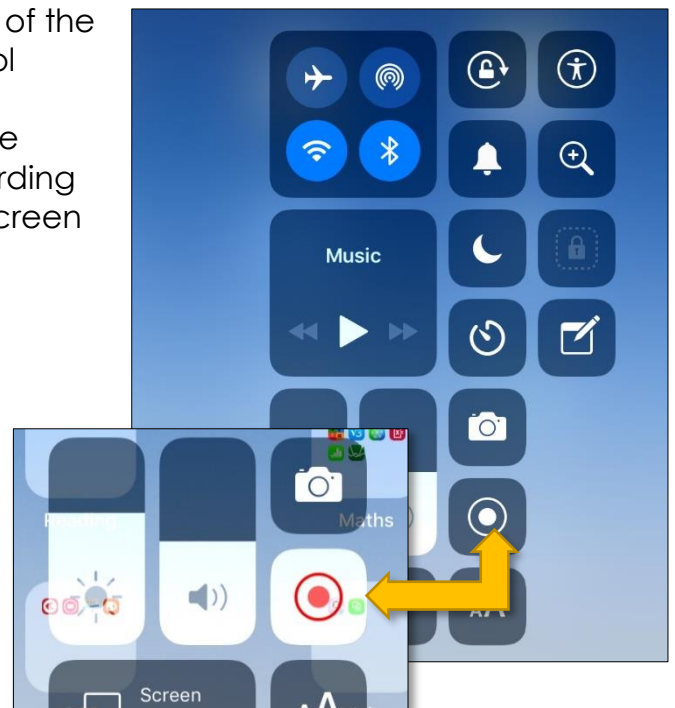


Figure 5: Make a Screen Recording in iOS 11.

Screen Recording also records audio and is a flexible tool for creating tutorials, i.e., narrating the recording – so it might be worth taking time to write a script/storyboard before tapping the record button!

App Switcher

A newly designed App Switcher with drag and drop features – very useful for multitasking and working between apps, e.g., if you are working on a project and using multiple apps such as Safari and Youtube (for collating background information) and Notes or Keynote for writing up findings or preparing a presentation.

With the newly designed App Switcher, you can quickly switch from one app to another and you can get a better view of the most recently used apps.

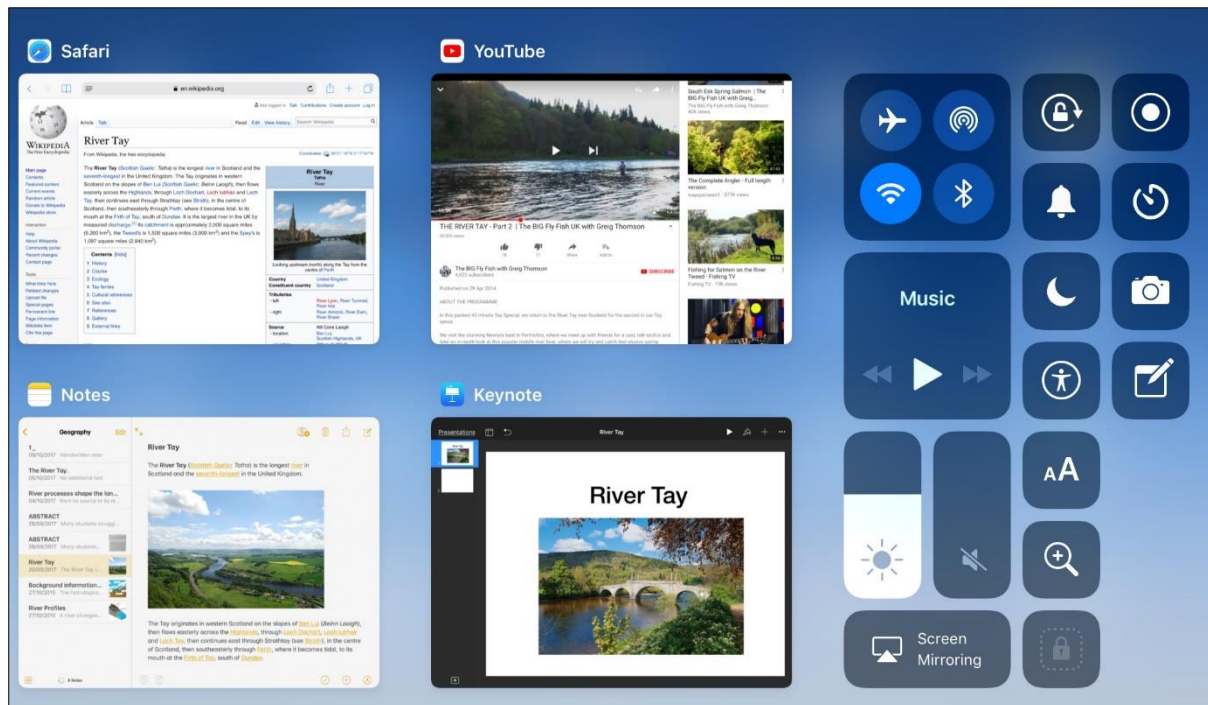


Figure 6: App Switcher – multitask by easily moving between apps.

To switch between apps:

- Double-click the Home button to see recently used apps.
- Swipe left or right to find the app you want to use – depending on how many apps are open.
- Tap the app.
- Repeat the process to switch to another app.



Alternatively, you view open apps by swiping up from the bottom of the screen with one finger. If you have a Bluetooth keyboard paired to your iPad, press **Command-Tab** to switch between apps.



To close an app or if an app stops working, tap on the app and swipe up until it disappears.

Docking Bar, Drag & Drop and Multitasking

App Switcher is one way to multitask via multiple screens on the desktop, however, this only allows you to use one app at a time.

The newly designed Docking Bar extends multitasking by introducing dragging and dropping to the iPad so two apps can be used simultaneously in 'Slide Over' mode and/or 'Split Screen'.

- ✓ Flicking or swiping up from the bottom of the screen will reveal the Docking Bar.
- ✓ To add a second app to the one currently being used, tap the **app icon** in the Docking Bar and **drag** it out of the Docking Bar and **drop** it into the far left or right side of the screen.
- ✓ The app will move the current app, e.g. Safari, to the side and position the new app to the left or right – Slide Over/Split Screen mode.



Figure 7: Docking bar and multitasking.

Drag the 'vertical split bar' to either side of the screen to adjust the size of each app.

To remove Split Screen, drag the vertical bar to the far left or right of the screen.

Docking Bar – recently used apps and preview

Recently used apps are displayed to the right of the Docking Bar. By default, it shows three most recently used apps – making it a lot easier to find apps and save time searching for them.

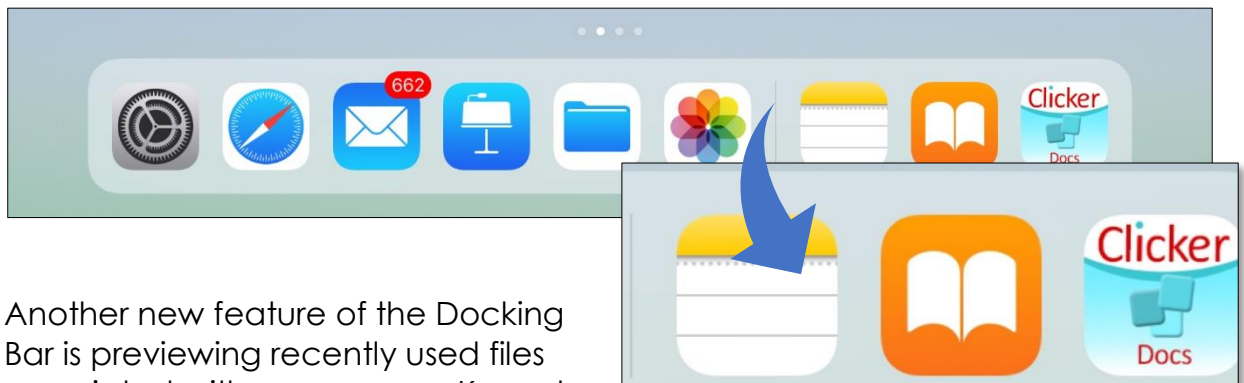


Figure 8: View recently used apps.

Another new feature of the Docking Bar is previewing recently used files associated with an app, e.g. Keynote or Pages.

Tap and hold an app icon in the Docking Bar and pop-up window displays recently used files. Tap a file to open it.

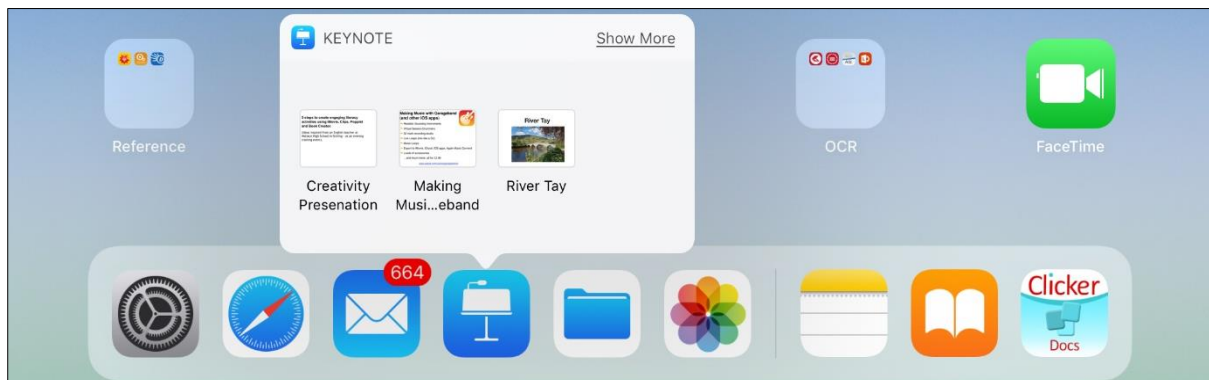


Figure 9: Sneak preview files from the Docking bar.

Files App

Apple has introduced a new 'Files' app in iOS 11 – a folder for storing and managing files.

This new app allows you to store files and folders in one location. This can help to keep track and manage large chunks of information, e.g., when working on a large project using multiple apps/files such as Notes, Keynote, Pages etc – by **dragging** and **dropping** files into folders.



When the Files app is open, the app is split into two columns; Locations on the left and files associated with the Location on the right.

File locations include:

- iCloud Drive (useful for learners to share files between home and school/college – but requires Wi-Fi).
- On My iPad.
- Files that are linked to other apps, that you have on your iPad.

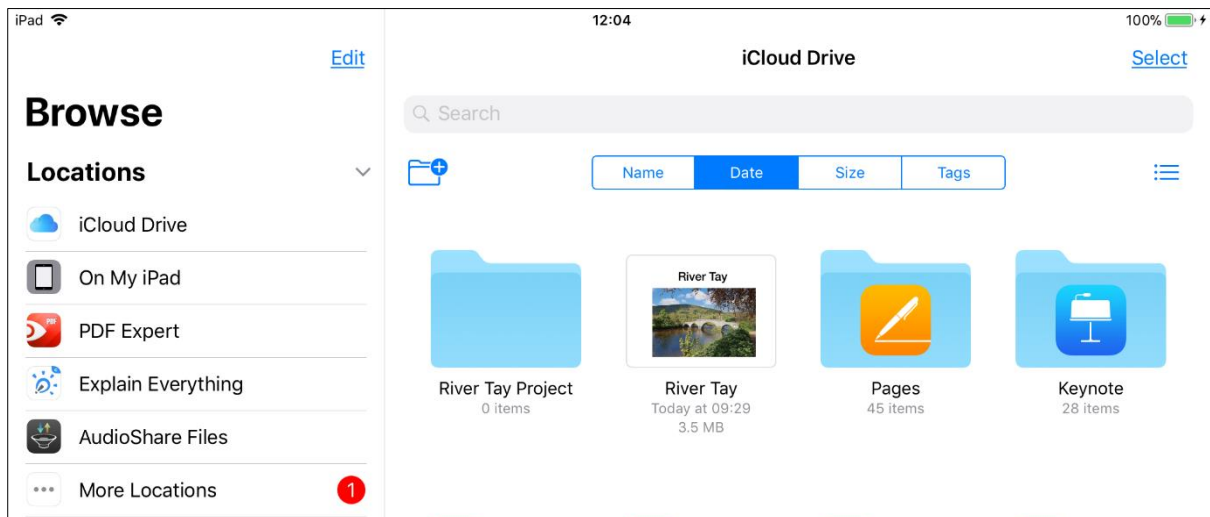


Figure 10: Saving and organising files in the Files app.

Saving a file to the Files app

To save a file to the Files app, tap the 'Share' button and select 'Save to Files' from the share window.

When the 'Choose Location' window appears, select 'On My iPad' and choose a folder to save the file to (see next page for creating folders). Finally, tap 'Add' on the top left of the window.

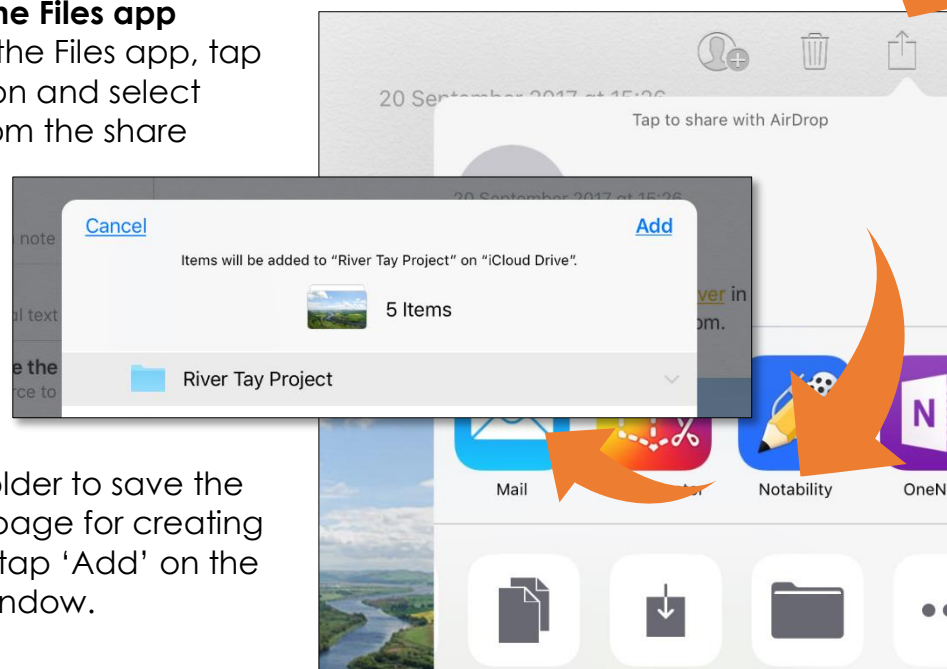


Figure 11: Saving a file in Files.



Files created using the iCloud Drive Location will automatically appear and be stored in iCloud Drive in the Files folder.

Organising files and folders in the Files app – dragging and dropping

You can create folders to store and organise files in the Files app.

- Select iCloud Drive from Locations (left side).
- Tap the Folder icon with the blue plus sign.
- Give the Folder a name and tap 'Done'.

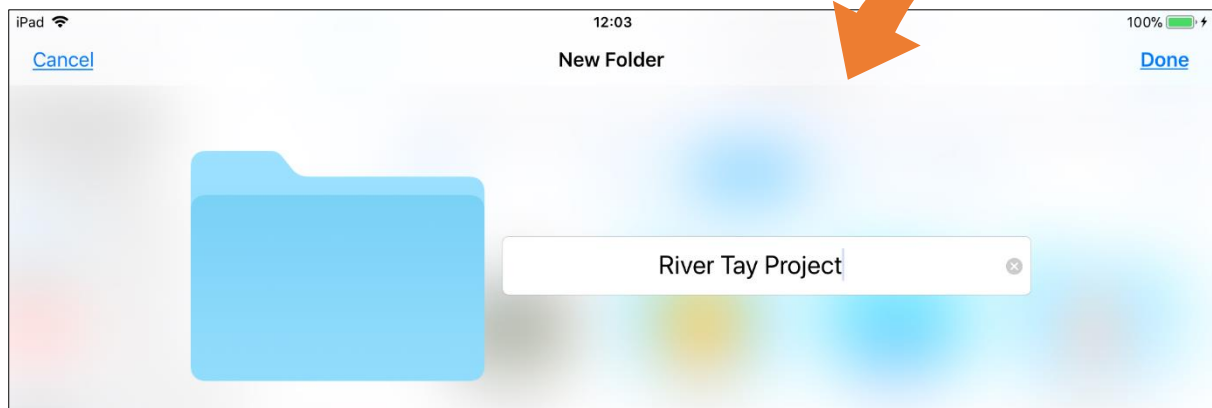
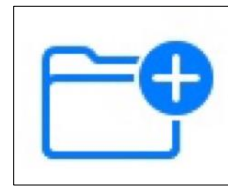


Figure 12: Organising Files and Folders in iCloud.

The new folder appears on the right side of the Files app. Select a file by tapping and holding then **drag** and **drop** the file into the folder.

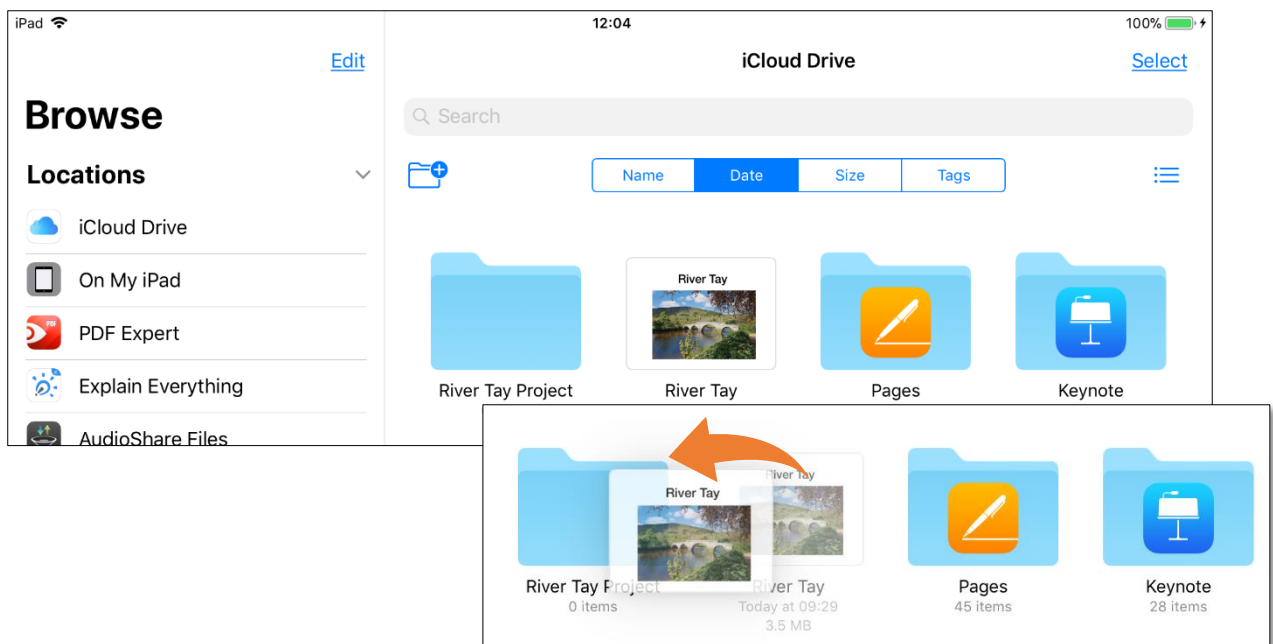


Figure 13: Drag and drop multiple files into folders.



By saving a file e.g. a Books for All PDF, to the Files app, the file can be opened in multiple reading apps, e.g. iBooks, Voice Dream Reader etc.



You can also select multiple files at once. Tap and hold a file, then tap other files to collate them.

Select Text - drag and drop it from one app to another

With iOS 11 you can **drag** and **drop** text from one app to another. This can be particularly useful in Split Screen mode, making it easy to locate, select, drag and drop text from one app to another.

1. In Split Screen mode – select some text by tapping and holding a selection of words – use the 'blue handles' to make a selection gently hold the selected text until it turns white or appears to stand off the page.

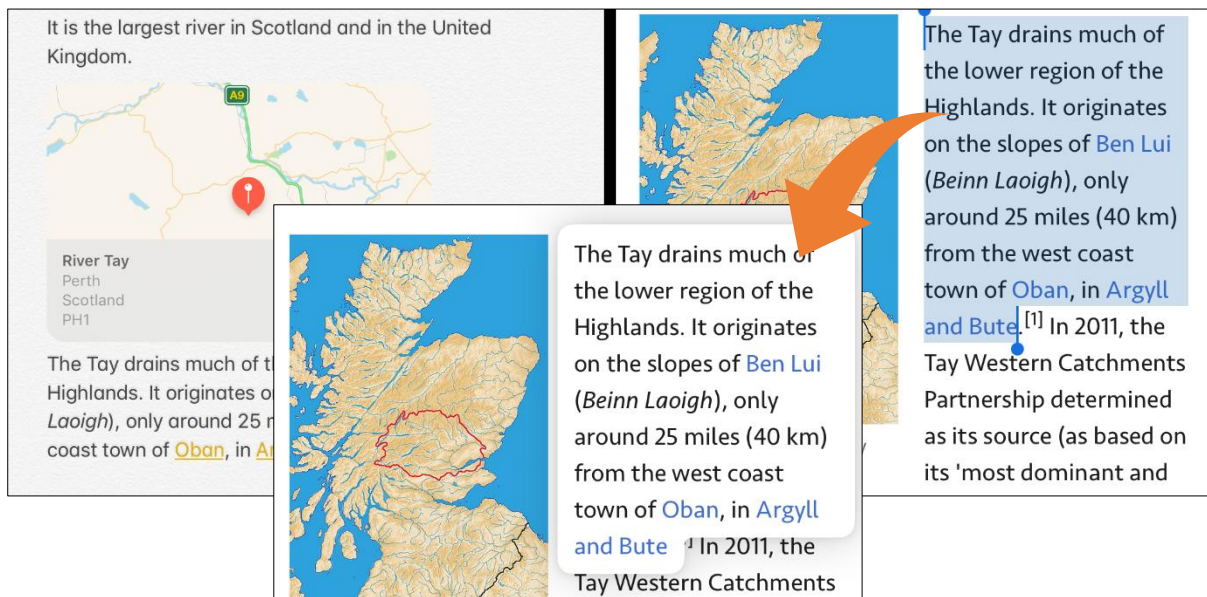


Figure 14: Copy text using drag and drop.

2. **Drag and drop** the text into your chosen location – the text box is indicated with a 'green +' sign. The text will appear in the app.

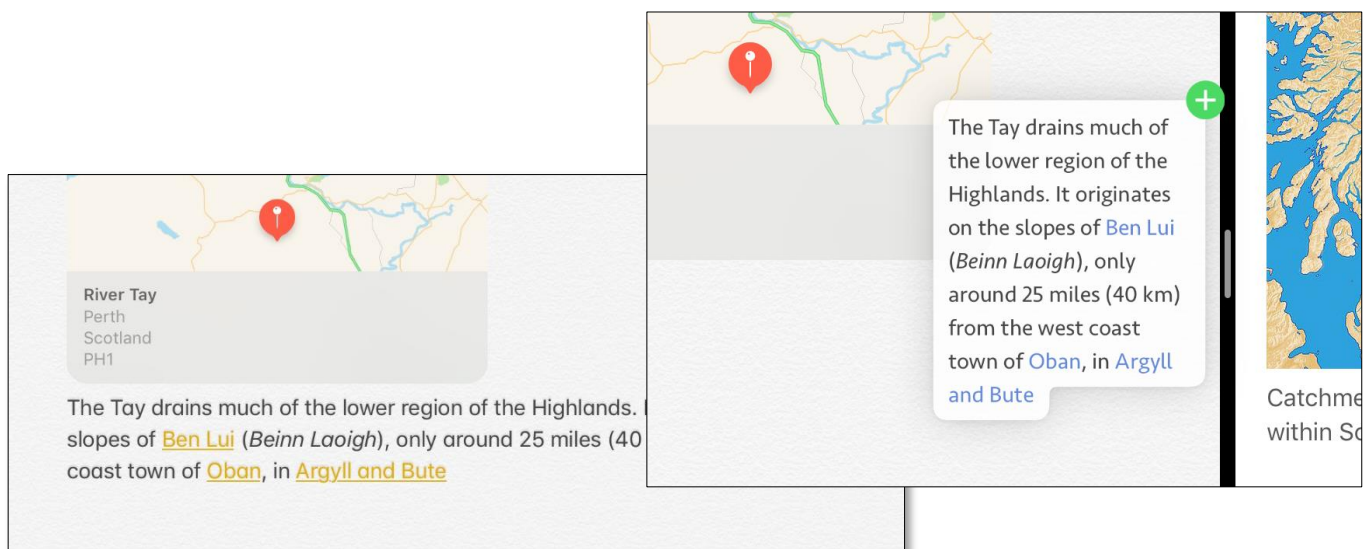


Figure 15: Drop the text and it appears in the app.

New Word and Sentence Highlighting

For learners who experience difficulties with tracking when reading, iOS 11 has enhanced the 'Highlight Content' feature by adding Word and Sentence Colour.

When Words and Sentences are spoken aloud by 'Speak', 'Speak Sentence' or 'Speak Screen²' they are synchronised with a colour combination of Word and Sentence Highlighting thereby aiding visual tracking, concentration and understanding.

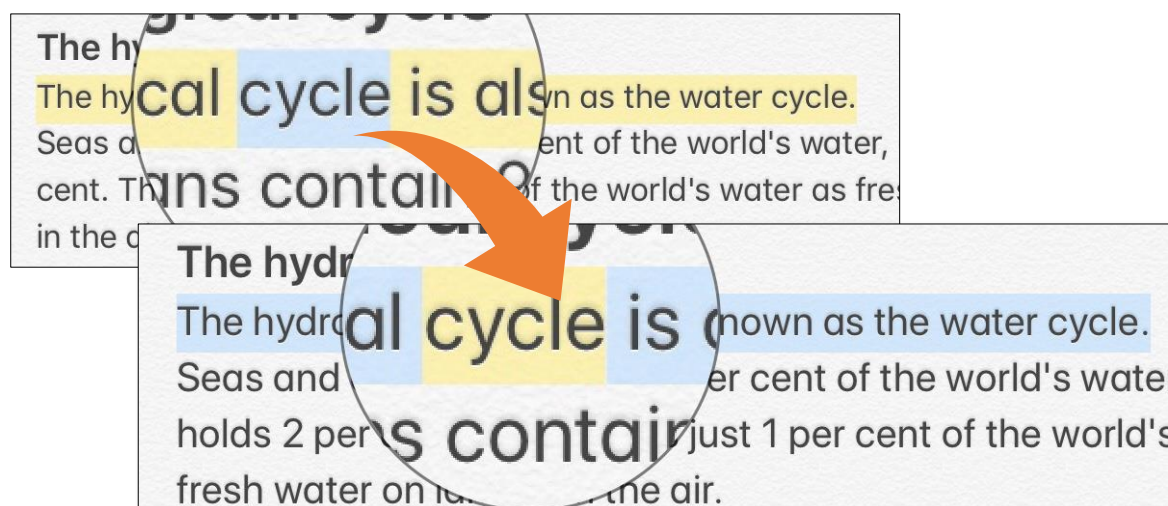


Figure 16: Word and Sentence Highlighting.

There are 5 colour combinations to choose from:

- Blue
- Yellow
- Green
- Pink
- Purple

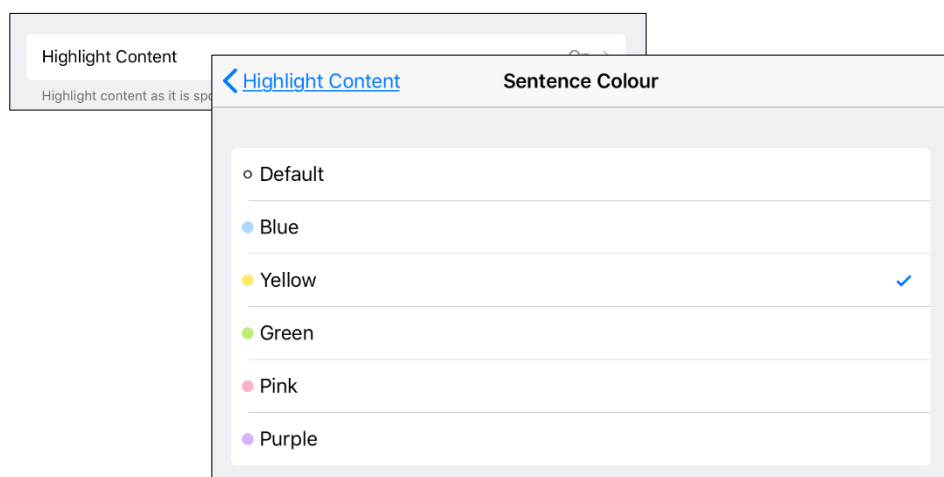


Figure 17: 5 colours to choose from.

To set up Word and Sentence Highlighting, tap **Settings > Accessibility > Speech > Highlight Content > Highlight Colours** (Word/Sentence Colour).

² See 'What's new in iOS 10' and 'Using the iPad to Support Dyslexia' for more on Speak, Speak Screen and Highlighting:

www.callscotland.org.uk/downloads/posters-and-leaflets/whats-new-in-ios10/

www.callscotland.org.uk/downloads/posters-and-leaflets/using-the-ipad-to-support-dyslexia/

Scan Documents and new tools in Notes

The Notes app has also received a makeover in iOS 11, with new features including:

- Scan Documents – use the iPad's camera to scan directly into Notes.
- New text formatting tools – including Tables.
- New sketching tools (with a compatible iPad pen/pencil).
- Line and Grid paper templates (with a compatible iPad pen/pencil).

Scan Documents

1. Tap the '+' icon, located bottom right in Notes – or from the on-screen keyboard.
2. Notes will access the iPad's camera and prompt you to 'Position the document in view'.
3. Press the Camera Button to take a picture of the document.
4. At this stage, you can resize the scanned image by dragging the 'near corners' to size.
5. Tap 'Keep Scan' to keep the scan or 'Retake' to retake the scan.

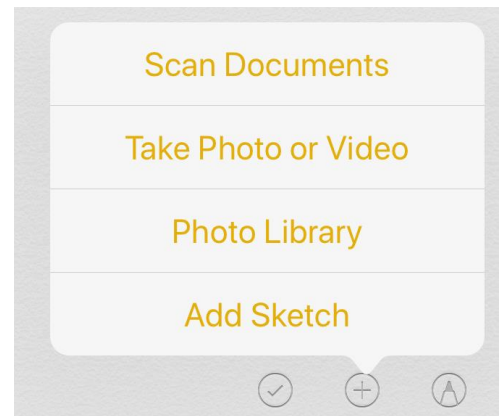


Figure 18: Scan Documents in Notes.

The scanned image automatically embeds into Notes.

! There is currently no facility in Notes to convert or OCR (optical character recognition) a scanned image to editable text. The scanned document is an image and is inaccessible to standard text readers.

i In the example on the right, I used the 'Share' button to send the image to an OCR app such as Prizmo³, scanned and OCR'd the image and returned back to Notes. The text can be edited or spoken aloud using the iPad's speech tool.

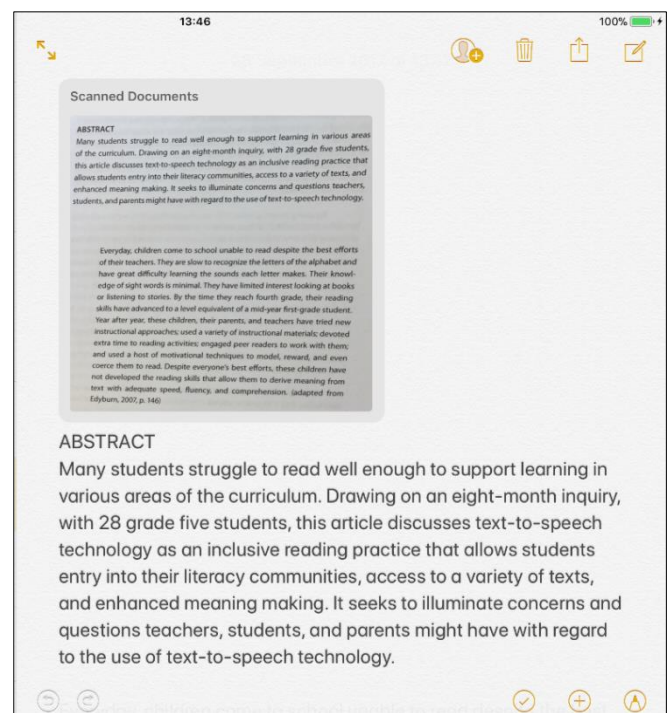


Figure 19: Scanned document embeds into Notes.

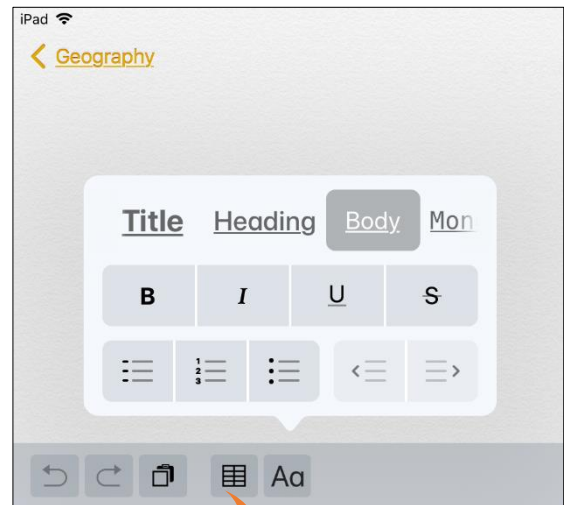
A good quality scan requires plenty of light, a document with clear readable typescript and a steady hand!

³ <https://itunes.apple.com/us/app/prizmo-pro-scanner/id366791896?mt=8>


New Formatting Tools including an option to add Tables

Add titles and headings to structure and create accessible documents in Notes.

- **Title**
- **Heading**
- Body
- Monospace
- **Bold**
- *Italics*
- Underline
- ~~Strikethrough~~



You can also create tables in Notes with options to add and delete rows and columns.

 Notes has evolved into a fully-fledged word processor – for free!

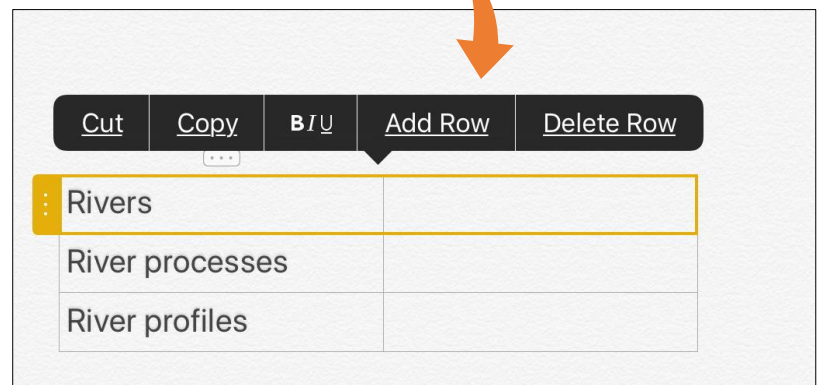



Figure 20: New formatting tools and tables in Notes.

 In Settings > Notes – there are options to have different paper layouts/templates – lines and grids etc – for use with a compatible iPad pen/pencil.

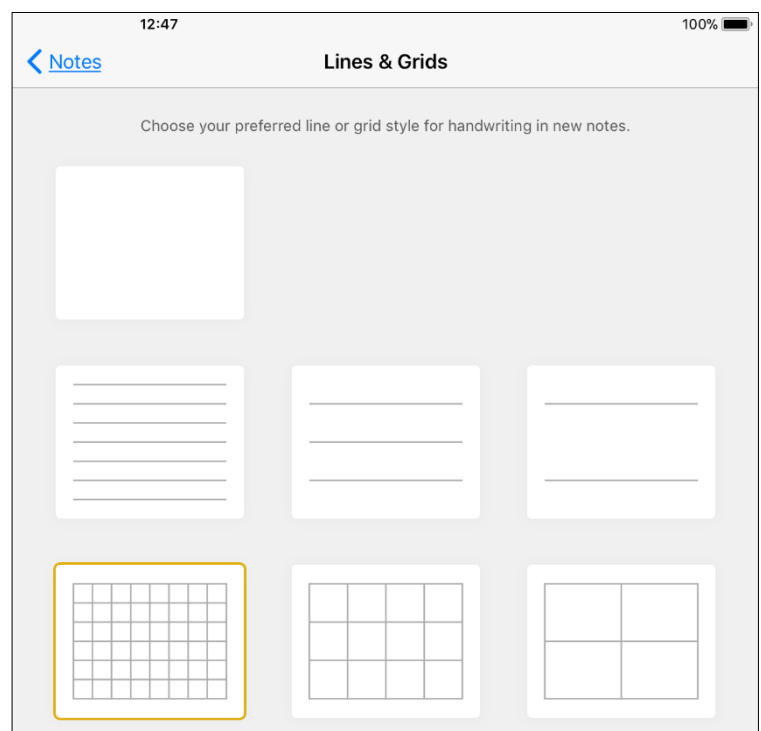


Figure 21: New line and grid templates.

Type to Siri

Instead of using your voice to speak to Siri you can 'Type to Siri'.

Type to Siri could be of benefit to learners who are unable to speak their queries and/or rely on a keyboard or switch to write questions and commands.

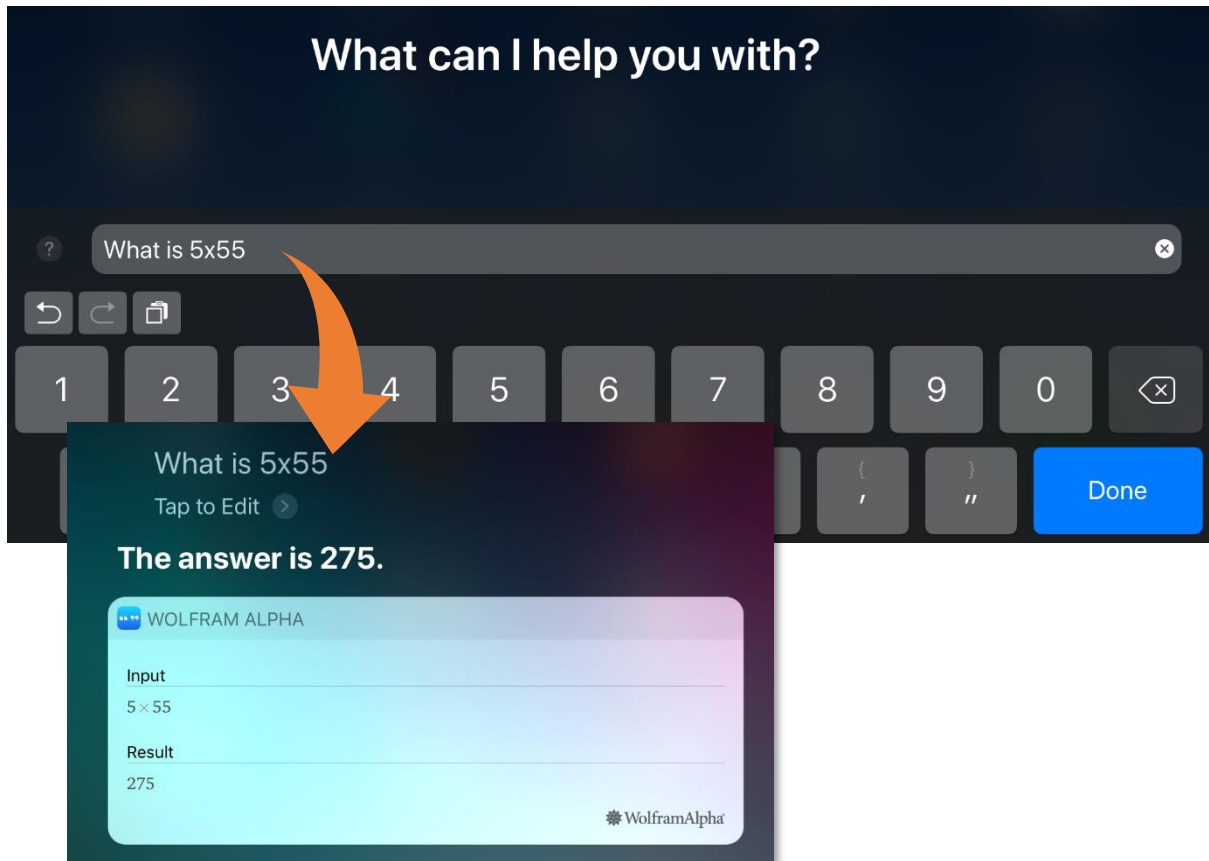


Figure 22: Type to Siri.

Alternatively... just say 'Hey Siri' to activate Siri without the iPad needing to be plugged in – always on, always listening!!!

On-Screen Keyboard - moving between letters and numbers

You can now switch between letters and numbers by gently tapping and moving your finger up and down – down to add a number, up to add a letter.



Figure 23: On-screen keyboard.