

Apple Watch Most Useful Tips Class Handbook

Features Every User Should Know

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Apple Watch Handbook 043.docx, Revised 3/23/2024 — Assumes Apple Watch Series 4 or newer and WatchOS 10.4 or later, and iOS 17.4.1 or later.

User Guide and Tips



Download the *Apple Watch User Guide WatchOS 10* by Apple Inc. in *Books* on your iPhone. This is the complete Apple Watch owner's manual. Aim your iPhone camera at this QR code to open the pdf. Tap the Share icon to save it to the Books app for future reference.



The *Tips* apps on both Apple Watch and iPhone have great interactive Apple Watch and iPhone tips.

Settings



on iPhone *Watch* app - preferred way to configure your Apple Watch.



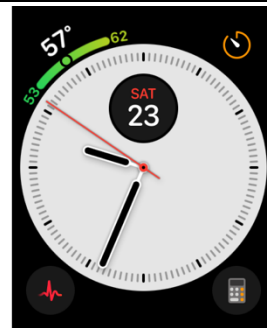
on Apple Watch *Settings* Digital Crown ← then ⇅

Faces

Complications are historically any functions that exist on a timepiece in addition to telling time. Complications can **display information, open an app**, usually both. Use the same watch face to create multiple versions, each with different complications.



Snoopy, no complications



Infograph, 5 complications

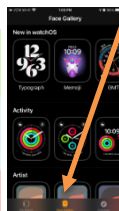


Infograph, 8 complications

Watch faces can have no complications, like Snoopy, or up to 8 or 9 complications, like Infograph. You can have multiple versions of the same watch face, each with different complications. Or turn some complications off for a simpler look.

Swipe ⇄ to select one of your watch faces for current use. Enable swipe to select in Watch *Settings* → *Clock* → *Swipe to Switch Watch Face* → *On*. (If *Off*, long press current watch face → swipe ⇄ or rotate Digital Crown → tap newly selected watch face.)

Face Gallery

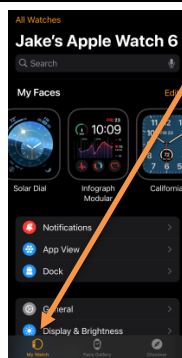


Face Gallery (a **catalog** of free faces) in the iPhone *Watch* app lets you select from the available watch faces, customize your selection with styles, images, colors, and complications (depending on the chosen watch face). When you have completed designing your new, custom watch face, tap **ADD**.

Share watch faces: long press, tap share icon. Text it to yourself to **duplicate** a watch face.

Customize your watch faces

Customize Photos faces: in iPhone *Photos* app → select a photo → share icon → *Create Watch Face* → *Portraits, Photos, or Kaleidoscope*.





My Watch in iPhone *Watch* app (lower left corner) tap **Edit** to reorder faces by swiping ≡ ⇅. Remove a face, tap → **Done**.

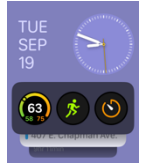
Modify a face: in *My Faces* tap a face, select options and complications. Tap <[Your watch name] when done.



On the watch long press the watch face, swipe ⇄ to select face, tap *Edit* button, swipe ⇄ to select feature, tap to select complication location, rotate the Digital Crown to change feature or complication. To reorder faces, long press a watch face, lift and long press again, swipe ⇄

Widgets



Access the Widgets: on any watch face rotate the Digital Crown  or swipe up  from the bottom of screen. **Customize** with up to eight widgets for quick access to apps from any watch screen, including one widget with three complications of your choosing. You have quick access from the most simple watch faces to your favorite complications and apps.




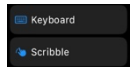
To **edit** the stack, long press a widget. To **add** a new widget, press the empty widget with the +. The next screen will show you a list of featured widgets and apps that provide widgets for the stack. Select the widgets you would like to add. To **delete** a widget, select the . Choosing the **pin icon**  will pin it. Long press a jiggling widget to move it up or down.


Text entry



In *Messages*, *Mail*, *Reminders*, or *Maps* enter text using the **QuickPath Keyboard** or **Scribble**. **Enter Emoji**, or **Dictate**.

Swipe up  from the bottom to select *Keyboard* or *Scribble* →





- **QuickPath**  **Keyboard**. Swipe letter to letter without lifting your finger to type each word.
- **s c r i b b l e** characters one at a time with your finger.

Tap a word and rotate the Digital Crown , see a list of suggested words, pause to insert. Rotate the Digital Crown  to move cursor to correct typing.

Notifications ↓





Notifications will go to your Apple Watch (if iPhone is locked or asleep) or to your iPhone (if iPhone is awake), but not both.

When you see the dot • swipe ↓ from the top of the watch face. To clear all notifications, scroll down → *Clear All*. Choose which notifications show up on your Apple Watch: iPhone  *Watch* app → *Notifications*. Scroll down to turn on or off each app's notification access depending on your preference. Show notifications dot • on watch face: iPhone  *Watch* app → *Notifications* → *Notifications Indicator* → *On*.

Screenshot




Most images in this handbook were captured as screenshots.



Snap a screenshot of what's on the Apple Watch screen at that moment: **simultaneously tap** the Digital Crown  and the side button  and **immediately release both**. The image will be captured from your Apple Watch and saved to your *Photos Recents* album on your iPhone.

Siri




Long press the Digital Crown , or raise your wrist (Series 3 or newer) to your mouth and say something like “Set the egg timer for 3 minutes” or “Open calculator.” No “Hey Siri” required: iPhone  *Watch* app or Apple Watch  *Settings* → *Siri* → *Raise to Speak* → *On*.

Fall detection

(Series 4 or newer)

Car crash detection

(Series 8, SE, Ultra)

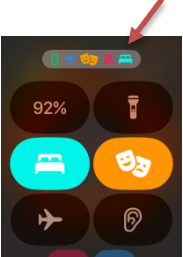
Detects a hard fall or car crash → haptic tap, sounds alarm, and displays an alert. Choose to contact emergency services or dismiss the alert by pressing the Digital Crown, tapping *Close* in the upper-left corner, or tapping *I'm OK* and choosing an option on the screen. If you don't respond, an emergency call will be made automatically. Enable in iPhone  *Watch* app → *My Watch* → *Emergency SOS* → *Fall Detection* → *On*.

Control Center










Some icons are displayed only on select iPhone models or when applicable apps or features are active

Tap the icon bar to see a status list of indicated controls.




Customize the locations of icons within Control Center: swipe up then tap *Edit*. Long press and drag to place each icon. Swipe up and tap *Done*.

Tap the side button  to open the Control Center.

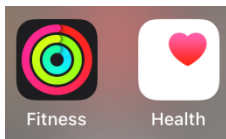
- **Wi-Fi** – to disconnect or connect. Long press to choose a 2.4GHz Wi-Fi network in *Watch Settings* → *Wi-Fi* (5GHz Series 6 or later).
- **Ping iPhone** – iPhone will ping once loudly. Long press for Camera flash. On your iPhone → *Control Center* → ping Watch icon (.
- **Battery %** – long press the icon to set *Low Power Mode* → *On*.
- **Silent Mode** – silences speaker when on wrist, but not on charger.
- **Focus/Do Not Disturb** – Apple Watch & iPhone Focus mode *DND*, *Personal*, *Sleep* or *Work* Focus. Watch face can be based on focus.
- **Walkie-Talkie** – enable or disable if you are available.
- **Theater Mode** – silences speaker and prevents display from turning on when you raise your wrist. Turns off the Always On screen on Series 5 or newer. You will still receive haptic notifications.
- **Water Lock** – locks the screen to prevent water splashes during swimming from activating the touch screen. Long press the Digital Crown  to clear water from speaker with special sound pulses, and reactivate the screen (Series 2 or newer).
- **Flashlight** – lights entire screen. Swipe  for white, blinking white, or red. Brighter light: turn away from you or tap watch face. Turn off flashlight: swipe , scroll down, tap a button, or place palm over screen. Dim flashlight by rotating Digital Crown . Flashlight defaults to white; red in Theater mode.
- **Airplane Mode** – disables cellular and Wi-Fi. You can select Airplane Mode in iPhone and Apple Watch independently: iPhone *Watch* app → *General* → *Airplane Mode* → *Mirror iPhone* → *Off*.
- **Text Size AA** –  select text size from seven choices.

Apple Pay




To pay, **double tap the side button**  and place your watch near the point-of-sale terminal. You don't need your iPhone with you. Scroll to change credit cards. Enable Apple Pay for your Apple Watch: iPhone *Watch* app → *Wallet & Apple Pay* → *Add Card*.

Fitness, Health apps on the iPhone



In the *Fitness* app on the iPhone review all your activity and workouts. In the *Health* app on the iPhone:

- Tap the *Summary* icon at the bottom of the screen to see your favorite data. Tap *Edit* to select favorites .
- Tap the *Browse* icon to see all health data categories and records.

Swap watch bands

band release button



Press each band release button on the rear of the watch to slide the band out. Swap bands to match every mood!





Change right or left wrist, buttons





Reconfigure the watch for your right wrist. You can also choose which side of the watch the Digital Crown is (you may have to swap the upper and lower straps, as described above). Apple Watch *Settings* or iPhone *Watch* app → *General* → *Watch Orientation* → *Left* or *Right Wrist* and *Digital Crown on Left* or *Right Side*.



Increase screen display time

Tapping the screen normally keeps the display on for 15 seconds. This can be extended to 70 seconds. Apple Watch  *Settings* or iPhone  *Watch* app → *Display & Brightness* → *Wake Duration* → *15 or 70 Seconds*.

Speak Time

Speak Time: long press two fingers on any watch face, hear the time spoken out loud. (Series 3 or newer.) Apple Watch  *Settings* or iPhone  *Watch* app → *Clock* → *Speak Time* → *On*, select *Control With Silent Mode* ✓ or *Always Speak* ✓.

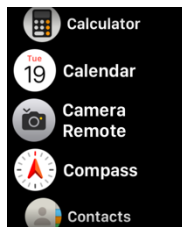
Force reset Apple Watch

Simultaneously long press the side button  and the Digital Crown  for at least 10 seconds until the Apple logo appears.




App selector





Grid view
Custom arrangement



List View
Alphabetical sort

Tap the Digital Crown  for the app selector screen. Rotate the Digital Crown  or swipe  on the screen to scroll the view; tap the app icon on the screen to select.

Choose app view: scroll to the bottom of the app selector screen → *Grid View*, *List View* or iPhone  *Watch* app → *App View* → select view.

Grid view: honeycomb ribbon, no names shown. iPhone  *Watch* app → *App View* → *Arrangement* → long press each icon to manually place in desired position. Put most used apps towards top for easy access.

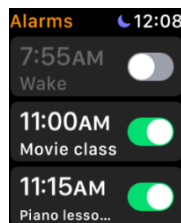
List view: see the name of each app, sorted alphabetically by name.




Built-in apps

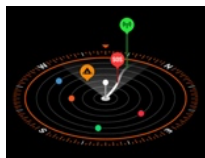
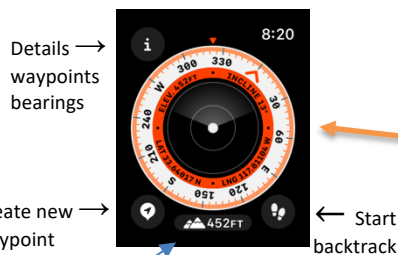
List of all the built-in apps on your Apple Watch.

See the *Apple Watch User Guide WatchOS 10* for detailed information.

Note: the Apple Watch Ultra includes the additional **Depth** and **Siren** apps, not described below.



- **Activity** – rings track your movement throughout the day. Scroll to see *Move*, *Exercise*, and *Stand* graphs, Steps, Distance, Flights Climbed Stand, Today's workouts.  Weekly Summary,  Share, Awards.
- **Alarms** – *Change Time*, *Repeat*, *Label*, *Snooze*, *Delete*. Create as many alarms as you want. Turn On or Off as desired. Single alarms do not repeat and reset to Off after occurring. Repeating alarms remain enabled indefinitely. Keep as many as wanted for later use. Alarms set on the iPhone will alert you on the Apple Watch, but Apple Watch alarms will not notify you on the iPhone.
- **App Store** – easily install third-party apps,  search for apps using Siri, dictation or Scribble and view app product pages designed for the watch screen, right from the wrist. Reinstall built-in apps that you previously deleted from the app selector.
- **Audiobooks** – listen to your audiobooks on your wrist without the need to start an audio-book on your iPhone. Audio-books you have added to your iPhone library will show up on the Apple Watch. Bluetooth earpieces are required for listening.



- **Blood Oxygen** – periodically or on demand measures percent SpO₂ in 15 seconds (Series 6 or newer; not SE.). Measurements will be saved on your iPhone Health app for review.
- **Calculator** – dedicated version of Apple's Calculator app on the Apple Watch has a specific feature for calculating tips and bill splits.
- **Calendar** – Tap an event to see details, such as location, notes, repeat settings, invitee status. Tap upper left corner for week view (swipe ⇌ to see other weeks), tap again for months. Tap ⋮ to add new event + or change view: Up Next view: each upcoming event for next seven days (no week or month view). List view: scroll through events. Day view: today detail (swipe ⇌ to see other days). Month view: scroll through each month.
- **Camera Remote** – Shows the iPhone viewfinder on the watch screen. Take photos or record video. Turn Digital Crown to zoom. Tap shutter button (or 3s button to start 3 second shutter delay). ⋮ to set → Timer on/off, Front/Rear, Flash, Live Photo, and HDR modes.
- **Compass** – zoomable ⌕ views, analog and digital display, set waypoints, backtrack map, elevation view, inclination, elevation, latitude, longitude, parked car location, bearing, last cell location. **3D elevation view** app automatically generates two new waypoints: a *Last Cellular Connection Waypoint* and a *Last Emergency Call Waypoint* so you can backtrack to find help.
- **Contacts** – find contacts, call, text, email, see phones numbers, address, notes, Share Contact, Edit, and Delete, all from your Watch.
- **Cycle Tracking** – uses wrist temperature data to improve period predictions and provide retrospective ovulation estimates. Shows estimated timing of your next period and fertile window. Enables logging of information related to the menstrual cycle: current period, flow, symptoms, results from ovulation prediction kits and more.
- **ECG** – measures, displays, and records 30 second ECGs by placing a finger on the Digital Crown. Displays normal sinus rhythm or abnormal atrial fibrillation. Results are available in iPhone *Health* app. (Series 4 or newer; not SE.)
- **Find Devices, Items, People** – mirrors iPhone *Find My* app.
- **Heart Rate** – Apple Watch displays current heart rate, graphs of daily range, resting rate, walking average, workouts, and post workout recoveries. Receive notifications of irregular rhythm, high and low heart rates, and AFib. iPhone Health app shows more data.
- **Home** – control lights, plug outlets, thermostats, door locks, fans, garage door, security cameras, home security systems.
- **Mail** – read, reply to email (see page 7).



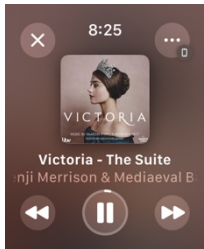
- **Maps** – Search for directions or see *Location*. Use dictation, scribble, or Contacts, or select from recent, or nearby. Haptic taps when to turn: turn ↗, turn ↖, ——— upon arrival. In Map view, tap (•••) → *Search Here*. Topographic maps. Find Favorites, Nearby restaurants, parks, Recents. Walking radius, change by rotating Digital Crown ∪○.

- **Medications** – log scheduled medications, including the amount and time taken. Reminders to take medications.

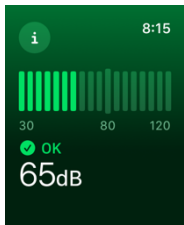
- **Memoji** – create your own animated Memoji watch face.

- **Messages** – read and reply to text messages (see page 7).

- **Mindfulness** – *State of Mind*: charts trends in how you're feeling. *Reflect*: center yourself by reflecting on a short, thought-provoking theme. *Breathe*: exercises, custom breathe reminders.



- **Music** – pair with Bluetooth earpieces or speakers. Sync music with your Apple Watch: iPhone Watch app → Music → PLAYLISTS & ALBUMS → + Add Music → choose music. Tap ≡ to *Shuffle*, *Repeat*, or select another song. Stream Music to an AirPlay Device: *Now Playing* → (•••) button. Digital Crown ∪○ adjusts volume. Control music playing on the iPhone Music app.



- **News** – scroll the six top stories from your iPhone News app.

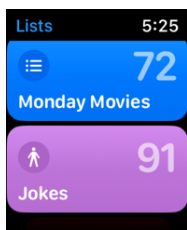
- **Noise** – measure the noise level of the environment you're in, notifies if the sound could damage your hearing, > 90 decibels. (Series 4, SE, or newer.)



- **Now Playing** – manage playback of local Bluetooth speakers and earphones, AirPods, car, and AirPlay connected devices, HomePod.

- **Phone** – ignore or answer a call. Tap ••• to send a message. Make a call from *Favorites*, *Recents*, *Contacts*, or *Keypad*. Or ask Siri.

- **Photos** – view a *Photos* album of your choice, up to 500 photos.



- **Podcasts** – syncs with iPhone episodes for off-line playback. Bluetooth earphones are required for listening.

- **Reminders** – mirrors iPhone Reminders. Create one-time or recurring to do lists, check lists on iPhone, information lists, thoughts in the middle of the night. Grocery list

- **Remote** – control your iTunes Library on Mac or PC, or Apple TV.

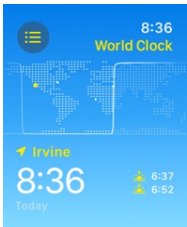
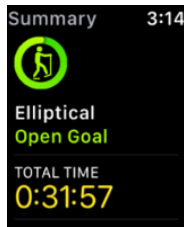
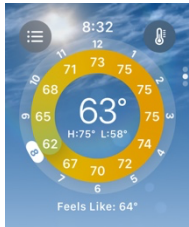
- **Settings** – many settings can be modified on the Apple Watch.

- **Shortcuts** – captures shortcuts from your iPhone to your watch.

- **Sleep** – wear while sleeping, tracks respiratory rate, duration. View your sleep stages. See time spent in REM, Core, or Deep sleep.

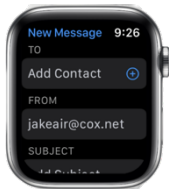


- **Stocks** – mirrors the *Stocks* app on your iPhone. Add, delete stocks. View the today's price fluctuations chart.



- **Stopwatch** – select *Analog, Graph, Hybrid, or Digital* view.
- **Timers** – Choose from Recents or All Timers. **Add** a new custom timer to your All Timers collection. **Delete** a saved timer: scroll down to tap Edit, tap . Run multiple timers simultaneously.
- **Tips** – built in Apple Watch tips, latest features.
- **Voice Memos** – record your thoughts, conversations with a quick press on the watch face complication. Syncs to iPhone and Mac.
- **Walkie-Talkie** – chat between Apple Watches. Scroll and select a Contact on the Apple Watch. Hold TALK button to speak, release to listen. Turn off *Available* in Control Center to mute conversations.
- **Wallet** – mirrors iPhone: credit cards, boarding passes, student IDs. Displays bar and QR codes for scanning in stores or airports.
- **Weather** – opens to your selected weather screen. Scroll up for hourly and 10-day forecast. Tap screen for eight weather metrics. Condition, Temperature, Precipitation, Wind, UV Index, Visibility, Humidity, and Air Quality. Tap to change cities.
- **Workout** – tracks workout, heart rate, cool down. Auto-workout detection, rolling mile, pace, cadence. HR Zones; customizable workouts; Multisport workout automatically switches between any sequence of swimming, biking, and running; a more expansive workout summary on iPhone. Swipe on the workout screen to tap the *Pause* button or the *End* button ends workout.
- **World Clock** – mirrors iPhone *World Clock*. Turn the Digital Crown to change time. Tap to change and add + cities.

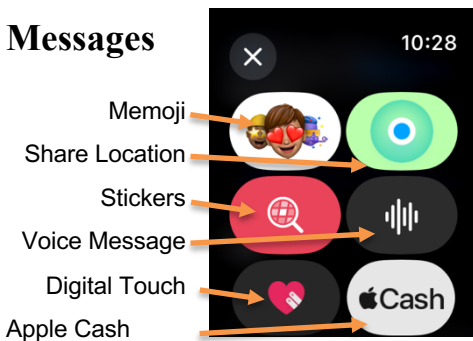
Mail



Compose a new email: scroll above mail list → *New Message* and fill in the fields. **Reply**: tap message, scroll below it → *Reply, Reply All* → *Add Message* → *Add Message* or SUGGESTIONS

To customize the **Smart Replies**: iPhone *Watch* app → *Mail* → *Default Replies* → tap **Add reply...** or **Edit**. Message preview size: iPhone *Watch* app → *Mail* → *Message Preview* → *None, 1 Line, or 2*.

Messages



Tapback by double tapping in a message bubble.



Compose a new message: scroll to top of messages list → *New Message*.

Delete: in message list swipe (messages must be deleted separately on the iPhone).

Reply to a message, tap to open message → Enter text in the Message field. Tap the icon to choose **Memoji, Share Location, Stickers, Voice Message, Digital Touch**, or send cash with **Apple Cash**. Or scroll down further for SUGGESTIONS on your Smart Replies list. Scroll further down to select *Details* about the addressee.

To customize the **Smart Replies**, go to the iPhone *Watch* app → *Messages* → *Default Replies* → tap **Add reply...** or **Edit**.

Reorder or **Delete** Smart Replies: **Edit** → swipe or

Buttons and Gestures

Apple Watch Ultra

Ultra **Action** button

Long press to activate 86 db emergency siren

Customize:

- Workout
- Stopwatch
- Waypoint
- Backtrack
- Dive
- Flashlight
- Shortcut



Pause the current function by pressing the **Action** and Side buttons simultaneously

Night mode on Apple Watch Ultra Wayfinder and Modular Ultra watch faces display all red for better night viewing



- **Pressing the Digital Crown** ○
 - Tap once ○ ← to wake the display, go to the app selector, or return to watch face
 - Tap twice ○ ←← to switch between recently opened apps
 - Long press ○ ← Siri, disable Water Lock if its enabled
 - Rest (don't press) finger for 30 seconds during ECG measurement
- **Rotating the Digital Crown** ○ (depending on the context)
 - Invoke widgets (see page 2) from any watch face (or swipe ⇧)
 - Select a different watch face after long press
 - Scroll through a list or apps in the app selector (or swipe ⇧)
 - Select an option or adjust a setting (or swipe ⇧)
 - Zoom in or out of *Photos*, *Camera*, *Maps*
 - Adjust the *Phone* or *Music* volume
 - Display turns dim → bright in Theater Mode or if screen is off
- **Pressing the Side button** 0
 - Tap once 0 ← to open the Control Center (see page 3)
 - Tap twice 0 ←← to use Apple Pay (see page 3)
 - Long press 0 ← tap *Power off*, or slide right for *Siren*, *Medical ID*, *Compass Backtrack*, or *SOS Emergency Call*, or long press ○ ← to force close an app

Watch face gestures



- Tap** ● screen – wake display, make selection, enable Digital Crown.
- Two-finger long press** ●● the screen – speaks time aloud (page 4).
- Long press** ● – enter watch face selection mode, *Edit* watch faces
- Swipe** ↔ to select one of your watch faces; tap face when done
- Drag** ↗ long press and drag to move an object
- Swipe** ⇩ to scroll through a list (or rotate Digital Crown ⇧○)
- Place palm** 🖐 over the screen – Mute the speaker or turn off/dim screen
- Raise your wrist** to wake the display, or brighten Always On display
- Swipe down** ↓ from top on watch face to see Notifications. Red dot • indicates new Notifications (see page 2)
- Swipe up** ↑ from bottom on watch face to see widgets (see page 2)

Unpair and pair

Apple Watch ⇔ iPhone

Unpair: iPhone 📱 *Watch* app → **All Watches** → [*Watch name*] → ⓘ → **Unpair Apple Watch**. Unpairing first backs up your Apple Watch to your iPhone.

Pair: iPhone 📱 *Watch* app → **All Watches** → **Add Watch** → *Set Up for Myself* or *Set Up for a Family Member*.

Rename

Rename your Apple Watch: iPhone 📱 *Watch* app → *General* → *About* → *Name*.