

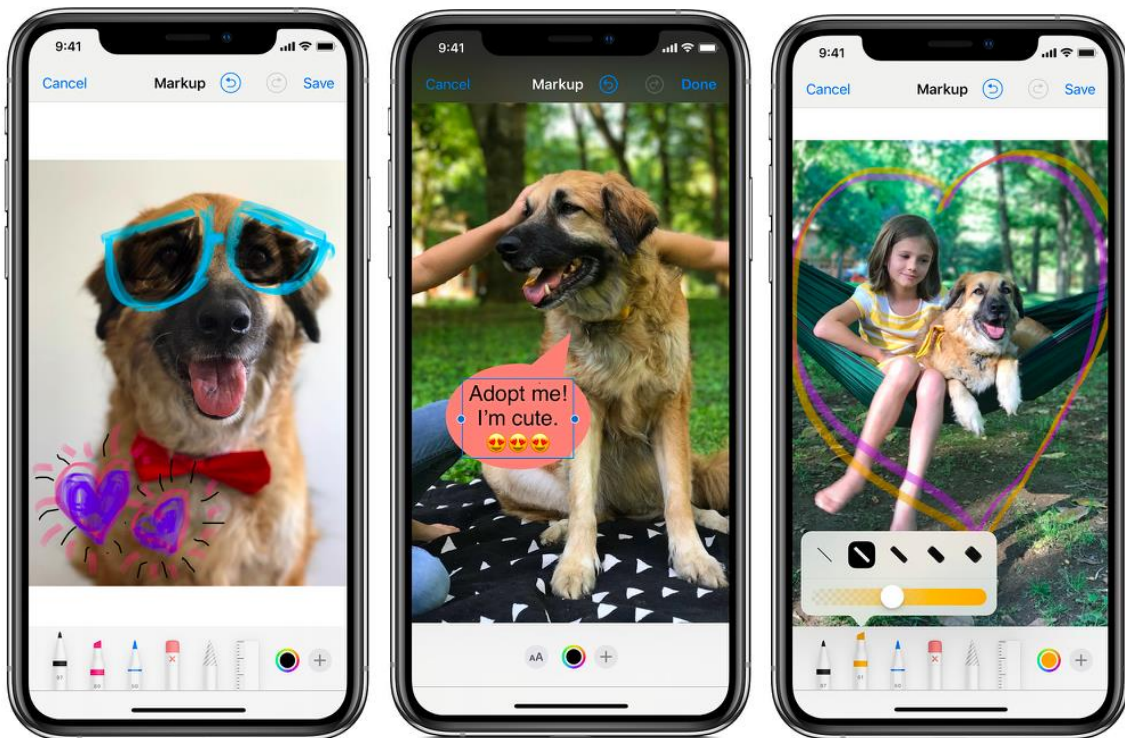
Apple Markup –Guide

Use Markup on your iPhone, iPad or iPod touch

Download an assignment from device to your apple device and save it to your Files folder.

With Markup, you can edit screenshots and photos, and even add text to a PDF document.

When you are finished tap 'Done' then 'Add Work' in assignments and upload from device. Don't forget to 'Hand in' your work after uploading it.



Photos

1. Go to Photos and select the photo you want.
2. Tap Edit, tap , then tap Markup . Tap the plus button  to add text, shapes and more.
3. Tap Done, then tap Done again.

Draw with Markup

After you choose a Markup tool, like the pen , highlighter , or pencil , select a colour and start drawing. Tap the same tool again to change the colour opacity, or tap another tool to change the thickness. You can also tap the colour button  to change colour shades.

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Move a drawing

After you draw something, you can move it around. Tap the Lasso  tool, trace a circle around the drawing that you want to move, then drag it where you want it.

Erase or undo a drawing

To redo a drawing, tap the eraser button  and rub your finger across the area you want to erase. You can also undo any markup action by using the undo button . If you accidentally undo a markup, you can shake your device and tap Redo.



Add text, a signature, magnifier and shapes

Tap the plus button  to choose from other Markup tools e.g. add text, speech bubbles, shapes, and signatures:

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Add text

1. In the Markup toolbar in a supported app, tap , then tap Text.

Note: If you don't see the Markup toolbar, tap  or Markup. If the toolbar is minimized, tap its minimized version.

2. Double-tap the text box.
3. Use the keyboard to enter text.

To change text after you add it, tap the text to select it, then do any of the following:

- *Change the font, size, or layout:* Tap  in the toolbar, then choose an option.
- *Delete, edit, or duplicate the text:* Tap Edit, then choose an option.
- *Move the text:* Drag it.

To hide the Markup toolbar when you finish, tap  or Done.



Add a shape

Tap a shape to add it to your screenshot, photo or PDF. Drag the shape to where you want it and use the blue dots to adjust the size and shape. Use the green dots to adjust the arrow's curve and the speech bubble's appearance.

In the Markup toolbar in a supported app, tap , then choose a shape.

Note: If you don't see the Markup toolbar, tap  or Markup. If the toolbar is minimized, tap its minimized version.

To adjust the shape, do any of the following:

- *Move the shape:* Drag it.
- *Resize the shape:* Drag any blue dot along the shape's outline.
- *Change the outline color:* Tap a color in the color picker.
- *Fill the shape with color or change the line thickness:* Tap , then choose an option.
- *Adjust the form of an arrow or speech bubble shape:* Drag a green dot.
- *Delete or duplicate a shape:* Tap it, then choose an option.

To hide the Markup toolbar when you finish, tap  or Done.

Draw a shape

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You can use Markup to draw geometrically perfect shapes—lines, arcs, and more—to use in diagrams and sketches.

1. In the Markup toolbar in a supported app, tap the pen, marker, or pencil tool.

Note: If you don't see the Markup toolbar, tap  or Markup. If the toolbar is minimized, tap its minimized version.

2. Draw a shape in one stroke with your finger, then pause.

A perfect version of the shape snaps into place, replacing the drawing. (If you prefer to keep

the freehand shape, tap .)

The shapes you can draw include straight lines, arrows, arcs, continuous lines with 90-degree turns, squares, circles, rectangles, hearts, triangles, stars, clouds, and hexagons.



Zoom in or magnify in Markup

In Markup in supported apps, you can zoom in when you need to draw the details. Use the magnifier when you only need to see the details. Drag the loupe around, use the blue dot to adjust the size, and the green dot to increase or decrease the magnification level.

Zoom in

While using Markup in a supported app, pinch open so you can draw, adjust shapes, and more, up close.

To pan when you're zoomed in, drag two fingers. To zoom back out, pinch closed.

Magnify

In the Markup toolbar in a supported app, tap , then tap Magnifier.

Note: If you don't see the Markup toolbar, tap  or Markup. If the toolbar is minimized, tap its minimized version.

To change the magnifier's characteristics, do any of the following:

- *Change the magnification level:* Drag the green dot on the magnifier.
- *Change the size of the magnifier:* Drag the blue dot on the magnifier.
- *Move the magnifier:* Drag it.
- *Change the outline thickness of the magnifier:* Tap , then choose an option.
- *Change the outline color of the magnifier:* Choose an option from the color picker.
- *Remove or duplicate the magnifier:* Tap its outline, then tap Delete or Duplicate.

To hide the Markup toolbar when you finish, tap  or Done.

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Reference:

Apple Support, <https://support.apple.com/en-gb/HT206885> [Accessed January 2021]