




iPod mini

Tutorial

Includes lessons on transferring music to iPod mini, playing music, and storing files on iPod mini

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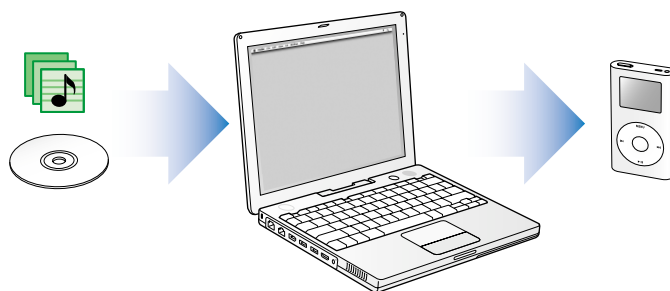
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iPod mini and iTunes at a Glance

With your new iPod mini digital music player, you can take your music collection with you wherever you go.

You use iPod mini by importing songs from your CD collection to the iTunes music application on your computer, then transferring them to iPod mini for playing on the go. You can also buy music online using the iTunes Music Store (available in some countries only).



If you are new to iPod mini or iTunes and want to learn how to get started playing music on iPod mini quickly, this tutorial is for you.

How to Use the Tutorial

This tutorial has five lessons that teach you how to play music on your new iPod mini and use some other iPod mini features. Before starting the lessons, look through this chapter to get a feel for iPod mini and iTunes. You may want to refer back to this chapter as you go through the tutorial lessons.

To get music on your iPod mini quickly, follow the directions in Lessons 1 to 3, starting on page 11. In these lessons, you learn how to get music into iTunes, transfer music from iTunes to iPod mini, and use the iPod mini controls to play music.

To learn how to use iPod mini as a hard disk, so you can store other files from your computer on iPod mini, go through Lesson 4 (see page 24). To learn more advanced ways of transferring and managing your music, go through Lesson 5 (see page 27).

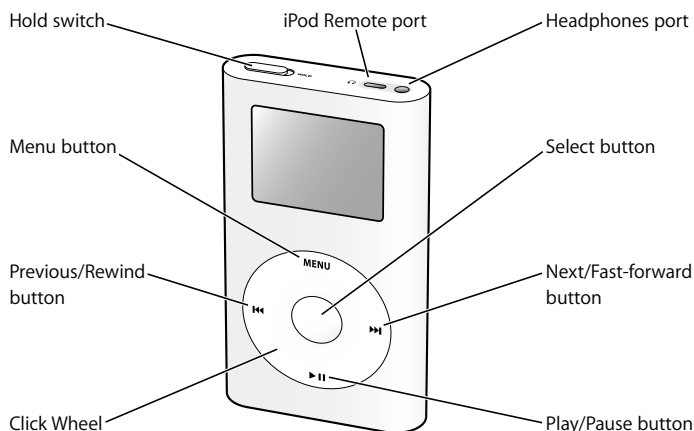
Before You Begin

Before you start, make sure that you complete the following:

- Insert the iPod mini CD into your computer and install iTunes and the iPod software.
- To make it easier to complete the lessons, print this document.
- Be sure your computer and operating system meet the minimum iPod mini system requirements. See the *iPod mini User's Guide* for system requirements.

iPod mini

Use the iPod mini controls to navigate through onscreen menus, play songs, change settings, and view information.

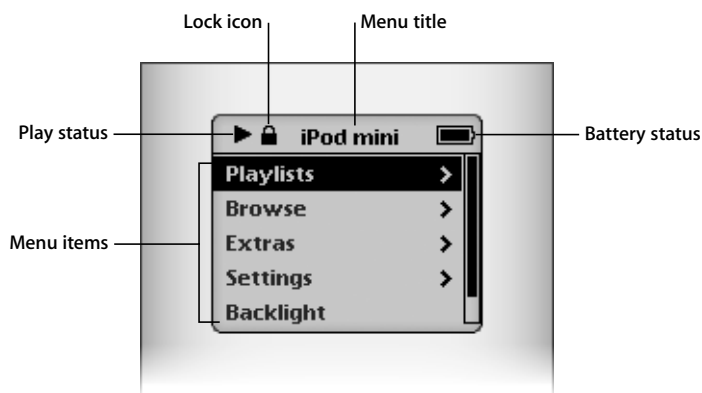


iPod mini Controls

Hold switch	Use the Hold switch to disable the iPod mini controls, so you don't press buttons accidentally.
iPod Remote port	Connect optional accessories, such as the iPod Remote.
Headphones port	Connect headphones and speakers with a standard 3.5 millimeter stereo miniplug.
Menu button	Press to go back to the previous menu. Press and hold to turn on the backlight.
Select button	Press to turn on iPod mini. If iPod mini is on, press to select a menu item or play a song.
Previous/Rewind button	Press to restart the current song. Press twice to play the previous song. Press and hold to rewind.
Next/Fast-forward button	Press to play the next song. Press and hold to fast-forward.
Click Wheel	Run a thumb or finger around the Click Wheel to scroll through menu items. From the Now Playing screen, use to change the volume. Press the buttons on the Click Wheel to control iPod mini.
Play/Pause button	Press to play the highlighted song. While a song is playing, press to pause. Press and hold to turn off iPod mini.

iPod mini Menu

When you turn on iPod mini, you see the main menu. Select menu items to go to other menus or perform functions on iPod mini. Status icons along the top of the screen show iPod mini settings.

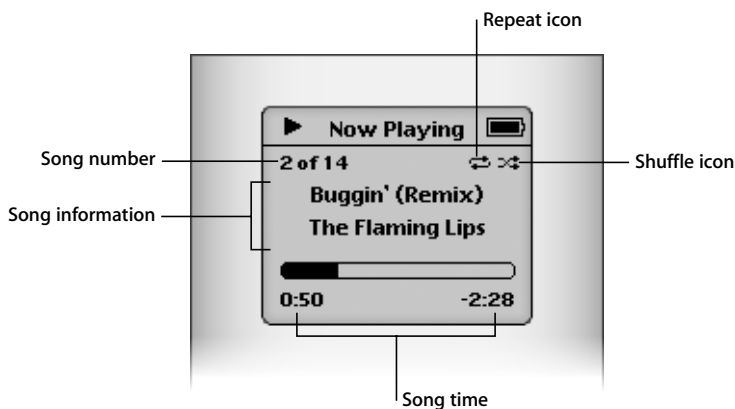


iPod mini Menu

Lock icon	The Lock icon appears when the Hold switch (on top of iPod mini) is set to Hold. When the switch is set to Hold, the iPod mini controls are disabled.
Menu title	Displays the title of the current menu.
Play status	The Play icon (▶) appears if a song is playing. The Pause icon (⏸) appears if a song is paused.
Battery status	The Battery icon shows the remaining battery charge. If the battery is charging, the icon is animated.
Menu items	Use the Click Wheel to scroll through menu items. Press the Select button (in the center of iPod mini) to select an item. An arrow next to a menu item indicates that selecting it leads to another menu.

iPod mini Now Playing Screen

When a song is playing, the Now Playing screen appears. When you see the Now Playing screen, you can use the Click Wheel to change the volume. Click the Menu button to go back to the previous menu.



Now Playing Screen

Song number	Shows the number of the song playing within the current sequence of songs.
Repeat icon	The Repeat icon (↺) appears if iPod mini is set to repeat all songs. The Repeat Once icon (↻) appears if iPod mini is set to repeat one song.
Song information	Displays the song title and the artist.
Shuffle icon	The Shuffle icon (⌘) appears if iPod mini is set to shuffle songs or albums.
Song time	Displays time elapsed and time remaining for the current song. Press the Select button to show the scrubber bar, then use the Click Wheel to scroll to another point in the song.

iTunes

Use iTunes to import music to your computer and transfer it to iPod mini, organize music on iPod mini, and change settings on iPod mini. You can also use the iTunes Music Store (inside iTunes) to purchase music online. The iTunes Music Store is available in some countries only.



iTunes

Source list

Click items in the Source list to see your music. The Source list shows your library, playlists, CDs, iPod mini, and the iTunes Music Store.

Main window

The main window shows songs from the item selected in the Source list.

Add button

Click to add a playlist to the Source list. Click Library, then drag songs to the playlist to add them.

Options button

Select iPod mini in the Source list, then click this button to change settings on iPod mini.

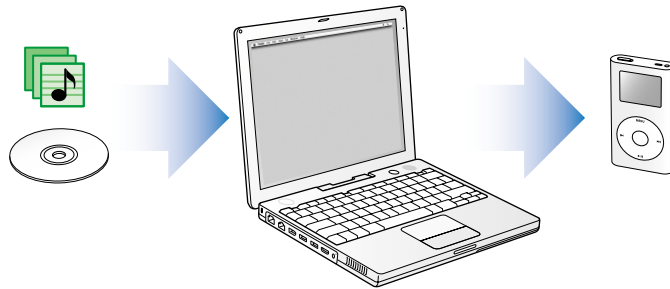
Eject button

Select iPod mini in the Source list, then click the Eject button to eject iPod mini before disconnecting it from your computer.

Lesson 1: Getting Music Into iTunes

1

To listen to music on your iPod mini, you first need to get that music onto your computer using the iTunes application, then you transfer the music to iPod mini.



This lesson tells you how to get music into iTunes on your computer. Lesson 2 tells you how to transfer music from your computer to iPod mini.

There are three ways of getting music into iTunes:

- Import music from audio CDs.
- Buy music online from the iTunes Music Store (available in some countries only).
- Add music that's already on your computer to the iTunes music library.

Before You Begin

Before you start, grab some of your favorite audio CDs. Or, if you have an Internet connection, you can purchase music online.

In some tasks shown in this lesson, you will see instructions for choosing iTunes menu commands, which look like this:

Choose File > Get Info.

The first term after *Choose* is the name of a menu in the iTunes menu bar. The next term is the item you choose from that menu.

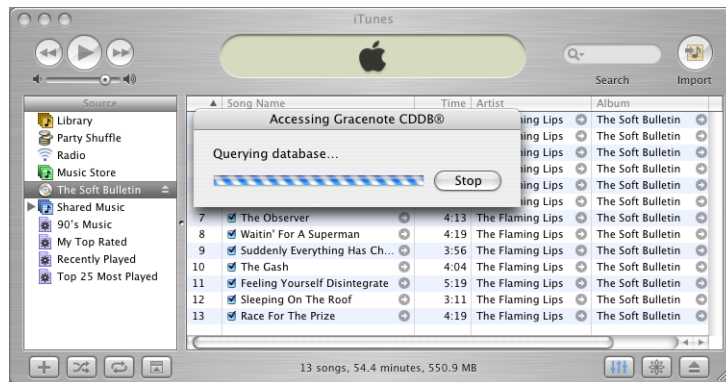
Importing Music From Your Audio CDs Into iTunes

Follow these instructions to get music from your CDs into your computer.

To import music from an audio CD into iTunes:

- 1 Insert a CD into your computer and open iTunes.

If you have an Internet connection, iTunes gets the names of the songs on the CD from the Internet and lists them in the window.



If you are connected to the Internet and iTunes doesn't get the names automatically, choose Advanced > Get CD Track Names.

If you don't have an Internet connection, you can enter the names of the songs on the CD manually. Entering song information (or getting it automatically from the Internet) allows you to browse for songs in iTunes or on iPod mini by title, artist, album, and more.

To enter CD song titles and other information manually:

- a Select the first song on the CD and choose File > Get Info.
 - b Click Info.
 - c Enter the song information.
 - d Click Next to enter information for the next song.
- 2 Click to remove the checkmark next to any songs you don't want to import.
 - 3 Click the Import button. The display area at the top of the iTunes window shows how much time it will take to import each song. By default, iTunes plays songs as they are imported.
 - 4 To eject the CD, click the Eject button.



- 5 Repeat these steps for any other CDs with songs you'd like to import.

Buying Songs Online Using the iTunes Music Store

If you have an Internet connection, you can easily purchase and download songs, albums, and audiobooks online using the iTunes Music Store (available in some countries only).

To purchase music online using the iTunes Music Store, you must set up an Apple Account in iTunes, find the songs you want, then buy them. If you already have an Apple Account, or if you have an America Online (AOL) account, you can use that to sign in to the music store and buy songs.

To sign in to the iTunes Music Store:

- 1 Open iTunes and click Music Store in the Source list.
- 2 Click the Account button and follow the onscreen instructions to set up an Apple Account or enter your existing Apple Account or AOL account information.

To find songs or audiobooks:

You can browse or search the iTunes Music Store to find the album, song, or artist you're looking for. Open iTunes and click Music Store in the Source list.

- *To browse the Music Store*, choose a musical genre from the Choose Genre pop-up menu on the top-left side of the store, click one of the albums or songs in the center or right side of the store, or click the Browse button in the top-right corner of the window.
- *To search the Music Store*, type the name of an album, song, artist, or composer in the search field.

- *To search only artist or composer names, or album or song titles*, choose an item from the search field pop-up menu.
- *To search for a combination of items*, choose Power Search from the search field pop-up menu.
- *To return to the front of the Music Store*, click the Home button at the top-left side of the store.

To buy a song, album, or audiobook:

- 1 Click Music Store in the Source list, then find the song or album you want to buy.
You can double-click a song to listen to a portion of it and make sure it's the song you want. (If your network connection is slower than 128 kbps, choose iTunes > Preferences, and in the Store pane select the "Load complete preview before playing" checkbox.)
- 2 Click Buy Song or Buy Album.
The song is downloaded to your hard disk and charged to the credit card listed on your Apple or AOL account.

Adding Songs Already on Your Computer to the iTunes Library

If you have songs on your computer encoded in file formats that iTunes supports, you can easily import the songs into iTunes.

To add songs on your computer to the iTunes library:

- Drag the folder or disk containing the audio files to Library in the Source list (or choose File > Add to Library and select the folder or disk). If iTunes supports the song file format, the songs are automatically added to the iTunes library.

You can also drag individual song files to iTunes.

Once You Have Imported Songs

Once you have your music in iTunes, you can play the songs in iTunes, create playlists, and much more. For more information on using iTunes to manage and play songs, open iTunes and choose Help > iTunes and Music Store Help.

To learn how to transfer music to your iPod mini, read Lesson 2 of this tutorial.

Lesson 2: Transferring Music to iPod mini

2

This lesson tells you how to charge the iPod mini battery, connect iPod mini to your computer, and transfer music from your computer to iPod mini.

Before You Begin

Before you start, make sure you have each of the following items on hand:

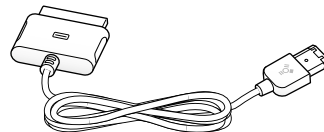
- Your iPod mini and your computer
- The iPod Power Adapter that came with your iPod mini
- The iPod Dock Connector to FireWire Cable that came with your iPod mini

If you have a Windows PC, you'll need to determine which cable to use to connect iPod mini to your computer:

- *If you have a Windows PC with a 6-pin FireWire port, you need the iPod Dock Connector to FireWire Cable that came with your iPod mini (the same cable mentioned above).*



6-pin FireWire 400 port

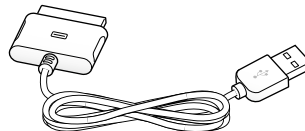


iPod Dock Connector to FireWire Cable

- *If you have a Windows PC that doesn't have a 6-pin FireWire port, but has a high-power USB 2.0 port, you'll need the iPod Dock Connector to USB 2.0 Cable that came with your iPod mini.*



USB 2.0 port



iPod Dock Connector to USB 2.0 Cable

- If you have a Windows PC that doesn't have any FireWire or USB 2.0 ports, you must purchase and install a FireWire or USB 2.0 card. For more information about compatible FireWire and USB 2.0 cards, go to www.apple.com/ipod.

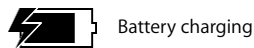
Charging the iPod mini Battery

iPod mini has an internal, nonremovable battery. For best results, charge your iPod mini for at least an hour before you continue this lesson.

To charge the iPod mini battery:

- 1 Connect the iPod Dock Connector to FireWire Cable to the iPod Power Adapter, and plug the other end of the cable in to iPod mini.
- 2 Plug the power adapter in to a working electrical outlet for at least an hour.

If you have a Macintosh, you can also charge the iPod mini battery by connecting iPod mini to your computer. If you have a Windows PC, in most cases you can charge the iPod mini battery by connecting iPod mini to your computer. If the battery is charging, the battery icon on the iPod mini screen animates.



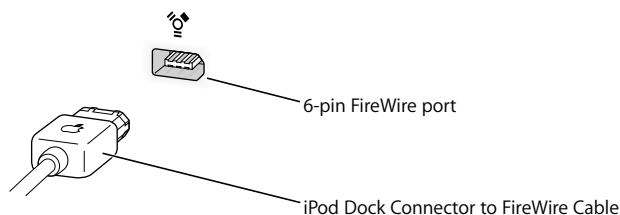
Note: Rechargeable batteries have a limited number of charge cycles and may eventually need to be replaced. Battery life and number of charge cycles vary by use and settings. For more information, go to www.apple.com/batteries.

Connecting iPod mini to Your Computer

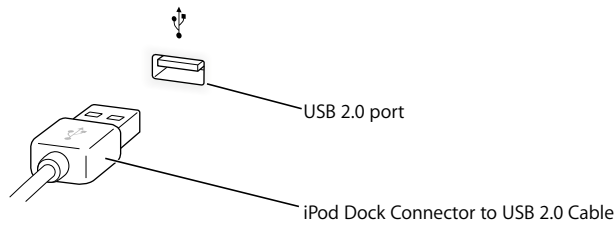
You connect iPod mini to your computer to transfer music to iPod mini and organize music on iPod mini.

To connect iPod mini to your computer:

- 1 Make sure you have the right cable to connect iPod mini to your computer (see “Before You Begin” on page 15). Then connect the cable to a FireWire or USB 2.0 port on your computer, as shown below.
 - If you have a Macintosh, or if you have a Windows PC with a 6-pin FireWire port:



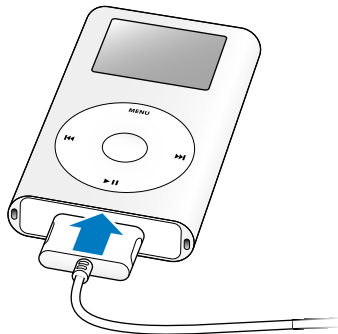
- If you have a Windows PC that doesn't have a 6-pin FireWire port, but has a USB 2.0 port:



Note: Be sure to connect iPod mini to a USB 2.0 port directly on your computer, or to a powered USB 2.0 hub that's connected to your computer. iPod mini won't work if it's connected to a low-power USB 2.0 port, such as those sometimes found on keyboards or other peripherals.

Note: If you're using a Windows PC laptop computer with a high-power USB 2.0 port, connect the laptop to a power outlet before connecting iPod mini for best results.

- 2 Connect the other end of the cable to iPod mini. Be sure to orient the cable correctly. It only goes in one way.



- 3 iTunes may be set to open automatically when you connect iPod mini. If not, open it. You'll see the iPod mini icon show up in the iTunes Source list. If iTunes is set to update your iPod mini automatically, the update begins.

Transferring Music to iPod mini

By default, iPod mini is set to update automatically with all songs and playlists when you connect it to your computer. This is the simplest way to transfer music to your iPod mini. You just connect iPod mini to your computer, let it add songs automatically, then disconnect it and go.

While music is being transferred from your computer to iPod mini, the iTunes status window shows progress, and the iPod mini icon in iTunes flashes red.



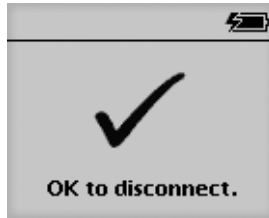
When the transfer is complete, a message in iTunes says "iPod update is complete."

If there is more music in your iTunes library than can fit on your iPod mini, a dialog appears asking if you want iTunes to choose which songs to transfer. You can also set iTunes to let you update iPod mini manually, so you can drag individual songs to iPod mini and delete individual songs from iPod mini, or you can set iTunes to update iPod mini automatically with only selected songs or playlists.

To learn these ways of transferring music to iPod mini, see "Lesson 5: Managing Music on iPod mini" on page 27.

Disconnecting iPod mini After Transferring Music

You shouldn't disconnect iPod mini while music is being transferred. You can easily see if it's OK to disconnect iPod mini by looking at the screen.



If you see this message, you can disconnect iPod mini from your computer.

If you set iTunes to let you update iPod mini manually, or if you set iPod mini to be used as a hard disk (see Lesson 4), then you must eject iPod mini before disconnecting it from your computer.



If you see this message, you must eject iPod mini before disconnecting it from your computer.

To eject iPod mini:

- Select iPod mini in the iTunes Source list and click the Eject button.



Eject button

To disconnect iPod mini:

- If iPod mini is connected to an iPod cable, squeeze both sides of the Dock connector to disconnect the cable from iPod mini.
- If iPod mini is in the iPod mini Dock, simply remove it.
For more information about the optional iPod mini Dock, see the *iPod mini User's Guide*.

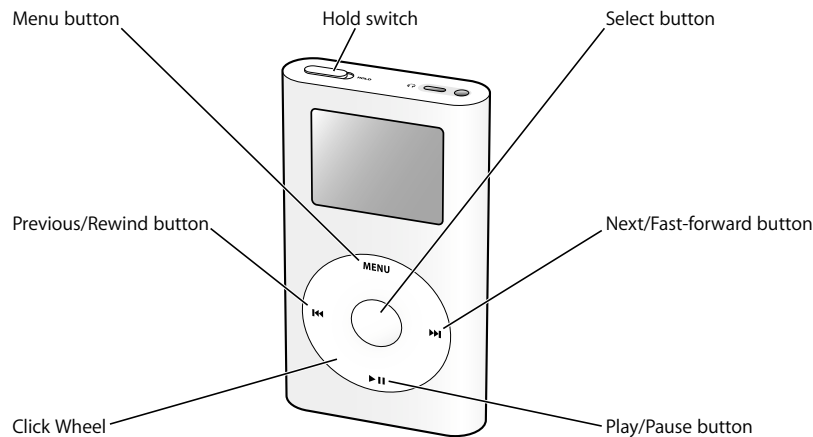
Once You Have Transferred Music

Now that you've transferred music to iPod mini and disconnected it from your computer, it's time to get started playing music! To learn how to use the iPod mini controls to play music and change settings, read Lesson 3.

Lesson 3: Playing Music on iPod mini

3

This lesson tells you how to use the iPod mini controls to browse for and play songs, turn iPod mini on and off, turn on the backlight, and change settings.



Before You Begin

If there are no songs on your iPod mini, follow the instructions in Lessons 1 and 2 to transfer music to your iPod mini before you start this lesson.

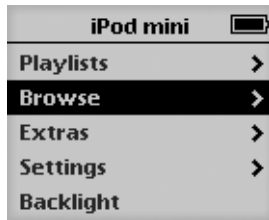
In some tasks shown in this lesson, you will see instructions for choosing iPod mini menu commands, which look like this:

Select Settings > Backlight Timer > 2 Seconds.

The first term after *Select* is the name of an item in the iPod mini main menu (the first menu you see when you turn on iPod mini). The next item is a choice from the next menu, and so on. If you don't see the first item, press Menu (on the iPod mini Click Wheel) repeatedly until you see the main menu.

Using the iPod mini Menus

To turn on iPod mini, press the Select button (in the center of iPod mini). When you turn on iPod mini, you see the main menu.



To select a menu item:

- 1 Run your finger lightly around the Click Wheel to scroll through and highlight menu items.
- 2 Press the Select button to select the highlighted item.

To go back to the previous menu:

- Press Menu.

When you select a menu item with an arrow next to it, you move to a new menu.



When you select an item that doesn't have an arrow next to it, you perform an action or change a setting.

Playing Songs

To get a feel for working with the iPod mini menus, follow the instructions below to browse for and play a song.

To browse for and play a song:

- 1 Connect the earphones to your iPod mini and put them on.
- 2 Select Browse > Songs.
- 3 Scroll to a song and press the Play/Pause button or the Select button.

When a song starts playing, you see information about the song in the Now Playing screen.



To change the volume:

- If the Now Playing screen is showing, use the Click Wheel to raise or lower the volume.

Note: If a song is playing and you don't see the Now Playing screen, wait a few seconds and it will appear, or press Menu repeatedly until you see the main menu, then select Now Playing. Use the Click Wheel to change the volume.

To move to the next or previous song:

- Press Next/Fast-forward to move to the next song. Press Previous/Rewind once to move to the beginning of the current song, and twice to move to the previous song.

To move immediately to another place in the currently playing song:

- 1 From the Now Playing screen, press the Select button. The progress bar is replaced by a scrubber bar.
- 2 Use the Click Wheel to scroll to another part of the song. After a brief moment, the song jumps to the new position.

Using the Other Controls

Read the following instructions to learn how to turn iPod mini on and off, turn on the backlight, and use the Hold switch.

Disabling the iPod mini Controls Using the Hold Switch

If you're carrying iPod mini in your pocket or in a clip case and you don't want to press the buttons or turn it on accidentally, you can make the iPod mini controls inactive.

To disable the iPod mini controls:

- Set the Hold switch to Hold.



If the iPod mini controls aren't responding, the Hold switch may be set to Hold. A Lock icon appears in the top-left corner of the screen.

Turning iPod mini On and Off

To turn on iPod mini:

- Press the Select button.

To turn off iPod mini:

- Press and hold Play/Pause.

If no music is playing, iPod mini turns off automatically after a few minutes.

Using the Backlight

The iPod mini screen has a bright backlight, for low-light conditions.

To turn on the backlight:

- Select Backlight from the main menu, or press and hold Menu for a couple of seconds.

To turn off the backlight:

- Press and hold Menu again.

Once You Have Learned to Play Music on iPod mini

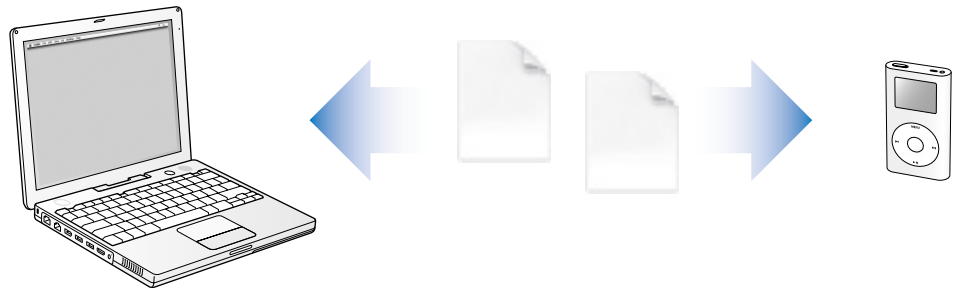
Once you've learned to play music on iPod mini, you may want to learn about some other features of iPod mini. To learn about using iPod mini as a hard disk, so you can store files and other data on iPod mini, read Lesson 4. To learn more advanced ways of transferring and managing music, read Lesson 5.

Lesson 4: Using iPod mini as a Hard Disk

4

You can use iPod mini as an external hard disk. That means you can connect it to your computer and copy files from your computer to your iPod mini, or from your iPod mini to your computer.

This can be very useful if you want to move documents or other files from one computer to another, or keep a backup copy of files.



Before You Begin

To complete tasks in this lesson, you'll connect iPod mini to your computer. To learn how to connect iPod mini to your computer, follow the instructions in Lesson 2 of this tutorial.

Using iPod mini as a Hard Disk

You use iTunes to set iPod mini to be used as a hard disk.

To enable iPod mini as a hard disk:

- 1 Connect iPod mini to your computer and open iTunes.
- 2 Select iPod mini in the iTunes Source list and click the Options button.



- 3 Select "Enable disk use."

Note: Selecting "Manually manage songs and playlists" in the Options window also enables iPod mini to be used as a hard disk.

When you use iPod mini as a hard disk, the iPod mini disk icon appears on the desktop on the Mac, or as the next available drive letter in Windows Explorer on a Windows PC.

To copy files to iPod mini:

- Drag them from a folder on your computer (or from the desktop) to iPod mini.

Note: Files you store on iPod mini take up space. To see how much space is left on iPod mini, select Settings > About.

Disconnecting iPod mini

When using iPod mini as a hard disk, you must eject it before disconnecting it from your computer.

To eject iPod mini if you're using a Macintosh:

- Drag the iPod mini icon on the desktop to the Trash.

To eject iPod mini if you're using a Windows PC:

- Click the Safely Remove Hardware icon in the Windows system tray and select your iPod mini.

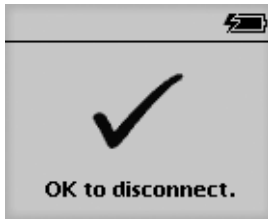
You can also eject iPod mini by selecting the iPod mini icon in the iTunes Source list and clicking the Eject button.



You can easily see if it's OK to disconnect iPod mini by looking at the screen.



If you see this message, you must eject iPod mini before disconnecting it from your computer.



If you see this message, you can disconnect iPod mini from your computer.

Lesson 5: Managing Music on iPod mini

5

Lesson 2 taught you how to transfer all your music from iTunes to iPod mini automatically. This lesson teaches you how to transfer music manually, and how to transfer a selection of songs automatically.

Before You Begin

To complete tasks in this lesson, you'll need to connect iPod mini to your computer. To learn how to connect iPod mini to your computer, follow the instructions in Lesson 2 of this tutorial.

Transferring Music to iPod mini

To set how music is transferred from your computer to your iPod mini, you connect iPod mini to your computer, then use the controls in iTunes to change iPod mini settings.

You can set iTunes to transfer music to your iPod mini in three ways:

- *Automatically update all songs and playlists:* When you connect iPod mini, it is automatically updated to match the songs in the iTunes library. Any other songs on iPod mini are deleted.
- *Automatically update selected playlists:* When you connect iPod mini, it is automatically updated to match the songs in playlists you select in iTunes. Any other songs on iPod mini are deleted.
- *Manually update iPod mini:* When you connect iPod mini, you can drag songs and playlists individually to iPod mini, and delete songs and playlists individually from iPod mini.

Updating iPod mini Automatically

By default, iPod mini is set to update automatically with all songs and playlists. This is how you transferred music to iPod mini in Lesson 2. If you set iTunes to transfer music manually, you can reset it later to update iPod mini automatically.

To set iTunes to update iPod mini automatically with all songs and playlists:

- 1 Open iTunes and select iPod mini in the Source list. Then click the Options button.



- 2 Select "Automatically update all songs and playlists."

The transfer begins automatically.

If there is more music in your iTunes library than will fit on your iPod mini, a dialog appears asking if you want iTunes to choose which songs to transfer. You can also update iPod mini with only selected playlists, or transfer individual songs and playlists manually (see below).

Updating iPod mini Automatically With Selected Playlists

A playlist is a list of songs you organize in any order you want. You can create playlists with songs to suit specific moods, songs with a certain theme, or your favorite songs.

Setting iTunes to update iPod mini with selected playlists is especially useful if you have more music on your computer than will fit on your iPod mini. You create playlists in iTunes, then set iPod mini to update with only the songs in the playlists you select.

To create a playlist in iTunes:

- 1 Click the Add button.



- 2 Type a name for the playlist in the Source list.
- 3 Click Library, then drag a song (or other audio file) to the playlist in the Source list. To select multiple songs, hold the Command (⌘) key or Shift key and click.

For more information on working with playlists and using iTunes, open iTunes and choose Help > iTunes and Music Store Help.

To set iTunes to update iPod mini automatically with selected playlists:

- 1 Open iTunes and select iPod mini in the Source list. Then click the Options button.



- 2 Select “Automatically update selected playlists only.”
- 3 Select the playlists you want.

Updating iPod mini Manually

Setting iTunes to let you update iPod mini manually gives you the most flexibility for managing music on your iPod mini. You can add and delete songs individually. Also, you can add songs from multiple computers to your iPod mini.

To set iTunes to let you manage songs on iPod mini manually:

- 1 Open iTunes and select iPod mini in the Source list. Then click the Options button.



- 2 Select “Manually manage songs and playlists.”

To add a song to iPod mini:

- In iTunes, click Library and drag the song to the iPod mini icon in the Source list.

To delete a song from iPod mini:

- 1 Click the iPod mini icon in the iTunes Source list.
- 2 Select a song on iPod mini and press the Delete or Backspace key on your keyboard.

When you delete a song from iPod mini manually, the song is not deleted from your iTunes library.

Next Steps

Now that you’ve finished this tutorial, you may want to learn more about using iPod mini and iTunes. See Chapter 6 for a list of resources.

Learning More About Your iPod mini

6

If you finish the tutorial and would like to learn more about using your iPod mini and iTunes, there is more information in onscreen help and on the web.

iPod mini User's Guide

The *iPod mini User's Guide* that came with your iPod mini is also included as a file on the iPod mini CD.

iTunes Onscreen Help

To learn more about using iTunes:

- Open iTunes and choose Help > iTunes and Music Store Help.

Online Resources

- For the latest information on iPod mini, go to www.apple.com/ipodmini.
- For iPod service and support information, a variety of forums with product-specific information and feedback, and the latest Apple software downloads, go to www.apple.com/support/ipod.
- To register iPod mini (if you didn't do it when you installed software from the iPod mini CD), go to www.apple.com/register.
- For an onscreen, web-based iTunes tutorial (available in some countries only), go to www.apple.com/support/itunes.