# ICLOUD

March 15, 2023

PRESENTATION TITLE

# AGENDA

**Introduction:**

**What is an iCloud and what does it do?**

**What is Apple iCloud Drive and how does it work?**

**What are the differences of icloud and iCloud Drive?**

**System requirements**

**Turn on iCloud Drive**

**Using icloud drivre**

# Introduction

**iCloud** is the service from Apple that securely stores your photos, files, notes, passwords, and other data in the cloud and keeps it up to date across all your devices, automatically. iCloud also makes it easy to share photos, files, notes, and more with friends and family. You can also back up your **iPhone, iPad, or iPod touch** using iCloud.

# WHAT IS AN ICLOUD AND WHAT DOES IT DO?

iCloud is the name Apple gives to its range of cloud-based services, covering areas of

email, contacts and calendar syncing, the location of lost devices (Find My iPhone/iPad/Ear Buds) and the storage of music in the cloud (iTunes Match) and much more.

# CRUCIAL DIFFERENCES BETWEEN ICLOUD AND ICLOUD DRIVE

- iCloud is an essential part of your Apple account and is accessible and usable as soon as you activate the account, iCloud Drive is designed as a part of that service.

- To put it differently, everything you upload to iCloud Drive will also be uploaded to iCloud.

- The same won't apply the other way around – if you put a file on iCloud, it won't appear on iCloud Drive.

# WHAT IS APPLE ICLOUD DRIVE AND HOW DOES IT WORK?

- Apple's iCloud Drive is a place to manage and access all your files stored on the cloud storage service, iCloud.

- Whether it's an iWork file or photo taken with your iPhone or iPad, the data/image is saved to iCloud.

- iCloud Drive lets you access your files from the **iCloud.com** website.

- Using the Files app on your iOS device, iPadOS device, and Mac.

- You can even access iCloud Drive on a Windows computer.

# WHAT IS APPLES ICLOUD DRIVE?

iCloud Drive is part of iCloud, Apple's cloud storage service that launched in 2011.

Save photos, videos, documents, music, and app data.

Not only does it let you store all your stuff in one place, but it lets you access all of your files and data from your iOS device, Mac, and Windows PC, and keeps those files and folders up to date across all your devices.

# WHAT IS APPLES ICLOUD DRIVE?

- iPhone & iPad can utilize iCloud to perform backup functions
- Backups can be used to populate a new IOS device
- If you do not have enough space to perform a full backup for populating a new device Apple will grant temporary storage.
- MAC's can NOT utilize this function but all data files can be stored in the iCloud for access across all IOS devices and Windows

# SYSTEM REQUIREMENTS

- Before you set up iCloud Drive, make sure your iOS device is running iOS 13 or later and that your Mac is running Catalina or later.

- PCs must also be running Windows 10 (May 2019 Update or later) to use iCloud for Windows 10.

- As for iCloud.com, you need Safari 9.1 or later on your Mac, but it will work in pretty much all modern browsers on Mac and PC.

# TURN ON ICLOUD DRIVE

After you set up iCloud Drive, any documents that you've already stored in iCloud will be automatically moved to iCloud Drive.

Your iOS devices and Mac will keep your files in the Files app in addition to the Pages, Numbers, and Keynote apps.

If you don't see your files for these apps, they might be on a device that doesn't have iCloud Drive turned on - so be sure to enable it across all your devices.

# HOW DOES ICLOUD DRIVE WORK?

## iPhone or iPad – Continued

You can make your own folders.

Rename folders you already have.

Save and move iCloud Drive files in between folders.

Want to share with a friend or colleague? You can share any folder or file stored in iCloud Drive directly from the Files app, too.

# iPhone and iPad         MAC

Iphone and Ipad
1.Go to Settings
2.Tap on your name at the top.
3.Tap iCloud.
4.Scroll down and turn on iCloud Drive.
5.You can find your iCloud Drive files in [the Files app](#).

Mac
1.Go to Apple menu > System Preferences, then click Apple ID.
2.Select iCloud.
3.Sign in with your Apple ID, if you need to.
4.Select iCloud Drive.
Windows PC

# After you set up iCloud Drive on your iPhone, iPad, iPod touch, or Mac, you can set it up on your Windows PC.

1. [Download iCloud for Windows](#).
2. Go to Start, open Apps or Programs, and open iCloud for Windows.
3. Enter your Apple ID to sign in to iCloud.
4. Select iCloud Drive, then click Apply.

# iCloud.com

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1. Sign in to [iCloud.com](iCloud.com).
2. Select Pages, Numbers, or Keynote.
3. Click Upgrade to iCloud Drive, if you are asked to upgrade.

# HOW DOES ICLOUD DRIVE WORK?

**Mac**

To access iCloud Drive from a Mac, click on the Finder icon, then click on iCloud Drive in the Favorites sidebar and click on iCloud Drive.

iCloud Drive by default has folders for each of your Apple iWork apps (Keynote, Pages, and Numbers), along with folders for apps like Preview, QuickTime Player, Script Editor, TextEdit, and Automator.

But you can create any folder and keep it in iCloud Drive. You can also store whatever you want, so long as it isn't bigger than 50GB and doesn't exceed your iCloud storage allowance.

# HOW DOES ICLOUD DRIVE WORK?

**Mac - Continued**

Think of iCloud Drive like any other remote volume, external hard disk, network drive, or storage service.

You can create new folders, drag and drop stuff into your iCloud Drive from your Mac or elsewhere.

You have the option to save files and data from apps into your iCloud Drive.

This isn't rocket science, folks. It's a **hard drive** in the sky that you can access from all your devices.

# HOW DOES ICLOUD DRIVE WORK?

**Windows PC**

**To access iCloud Drive from your PC with Windows 10 or later, you need the [iCloud for Windows](#) app.**

**It creates an iCloud Drive folder.  Accessed by File Manager**

**Files that you create on your PC and save to this folder automatically appear on your other devices.**

**All your photos and bookmarks on your PC will also be automatically updated across your Apple devices.**

# HOW DOES ICLOUD DRIVE WORK?

**iPhone or iPad**

- Apple's <u>Files app</u> for iOS stores all the files on the device you're using, as well as those in other cloud services and apps, including iCloud Drive.

   To access your files, just open the **Files app** and choose the location of the file you're looking for.

   It's easy to organize the File app, and when you make changes on one device, your edits are automatically updated on every device using iCloud Drive.

# HOW DOES ICLOUD DRIVE WORK?

## iPhone or iPad – Continued

You can make your own folders.

Rename folders you already have.

Save and move iCloud Drive files in between folders.

You can share any folder or file stored in iCloud Drive with family or friends directly from the Files app, too.

Clipboard | Organize | New | Open | Select

in to Quick access | Copy | Paste | Cut | Copy path | Paste shortcut | Move to | Copy to | Delete | Rename | New folder | New item | Easy access | Properties | Open | Edit | History | Select all | Select none | Invert selection

> Robert Maron > iCloud Drive

Search iCloud Drive

- Downloads
- Favorites
- iCloud Drive
  - .Trash
  - Desktop
  - Documents
    - Computer_Club
    - January 2, 2015
    - k8rlm
    - Movies
    - Music
    - Pictures
    - PlaybackEventStreams
    - Projects
    - Quilt Club
    - Quilts 2020
    - The Bee Gees
    - Tubro Tax
    - Word
  - Downloads
- iMovie
- Keynote

| Name | Date modified | Type | Size |
|---|---|---|---|
| North Cars | 12/15/2021 5:19... | File folder | |
| PDF Expert | 3/6/2023 8:40 AM | File folder | |
| iMovie | 3/6/2023 8:45 AM | File folder | |
| Numbers | 3/6/2023 8:45 AM | File folder | |
| Shortcuts | 3/6/2023 8:45 AM | File folder | |
| Documents | 3/6/2023 8:52 AM | File folder | |
| Shared Documents | 3/6/2023 8:52 AM | File folder | |
| Keynote | 3/6/2023 8:52 AM | File folder | |
| Pages | 3/6/2023 8:52 AM | File folder | |
| Downloads | 3/6/2023 8:52 AM | File folder | |
| QuiltClub | 3/6/2023 8:53 AM | File folder | |
| Desktop | 3/6/2023 9:09 AM | File folder | |
| .Trash | 3/6/2023 9:10 AM | File folder | |
| IMG_1251.JPG | 9/11/2017 7:38 ... | JPG File | 258 KB |
| IMG_1252.JPG | 9/11/2017 7:38 ... | JPG File | 193 KB |
| IMG_1253.JPG | 9/11/2017 7:38 ... | JPG File | 388 KB |
| IMG_1254.JPG | 9/11/2017 7:48 ... | JPG File | 219 KB |
| IPhone presentation ii 2 2,pp.pptx | 2/19/2019 7:21 ... | Microsoft Power... | 21,267 KB |
| inov1500d_ug.pdf | 2/27/2023 3:04 ... | Microsoft Edge ... | 5,336 KB |
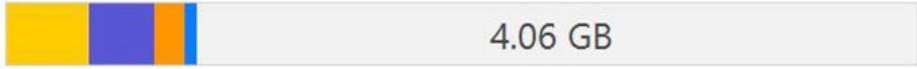
19 items    1 item selected

Type here to search

87°F  Sunny

4:49 PM
3/12/2023

## Settings

**Family**

| | | |
|---|---|---|
| ✈️ | Airplane Mode | ⚪ |
| 📶 | Wi-Fi | NETGEAR71-5G |
| 🔵 | Bluetooth | On |

| | |
|---|---|
| 🔔 | Notifications |
| 🔊 | Sounds |
| 🌙 | Focus |
| ⏳ | Screen Time |

| | |
|---|---|
| ⚙️ | General |
| 🎛️ | Control Center |
| 🔠 | Display & Brightness |
| 🟦 | Home Screen & Multitasking |
| ♿ | Accessibility |
| 🌀 | Wallpaper |
| 🎙️ | Siri & Search |
| ✏️ | Apple Pencil |
| 😀 | Face ID & Passcode |
| 🔋 | Battery |
| ✋ | Privacy & Security |

| | |
|---|---|
| Ⓐ | App Store |

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< **Apple ID**          **iCloud**

| iCloud+ | 189.1 GB of 2 TB Used |
|---|---|

● Photos  ● Docs  ● Backups  ● Mail

**Manage Account Storage** >

### APPS USING ICLOUD

| | | |
|---|---|---|
| 🌸 Photos | On | > |
| 📁 iCloud Drive | On | > |
| ✉️ iCloud Mail | On | > |
| 🔑 Passwords and Keychain | On | > |
| Show All | | > |

Stocks, Home and 2 other apps are not syncing to iCloud.

### DEVICE BACKUPS

| | | |
|---|---|---|
| 🔄 iCloud Backup | On | > |

### ICLOUD+

| | | |
|---|---|---|
| 🌐 Private Relay | Off | > |
| ✉️ Hide My Email | | > |
| ✉️ Custom Email Domain | | > |

| | | |
|---|---|---|
| 👥 Family Usage | 0 KB | > |
| ☁️ Manage Your Plan  iCloud+ with 2 TB Storage | | > |

**Advanced Data Protection**
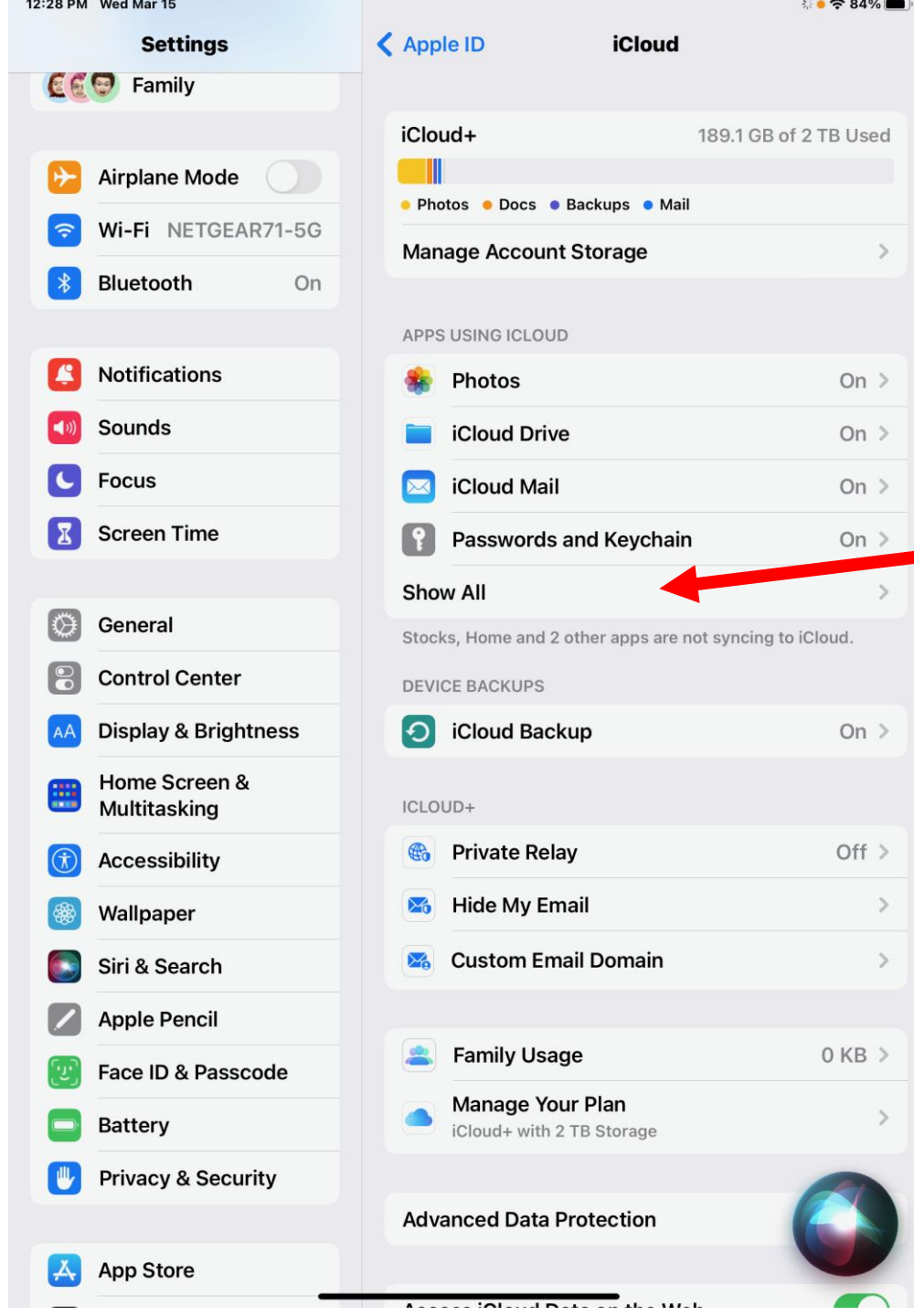
## Settings

**Family**

| | |
|---|---|
| ✈️ Airplane Mode | ⚪ |
| 📶 Wi-Fi | NETGEAR71-5G |
| 🔵 Bluetooth | On |

| | |
|---|---|
| 🔴 Notifications | |
| 🔊 Sounds | |
| 🌙 Focus | |
| ⏳ Screen Time | |

| | |
|---|---|
| ⚙️ General | |
| 🎛️ Control Center | |
| 🔠 Display & Brightness | |
| 🟦 Home Screen & Multitasking | |
| ♿ Accessibility | |
| ⚛️ Wallpaper | |
| 🔵 Siri & Search | |
| ✏️ Apple Pencil | |
| 😀 Face ID & Passcode | |
| 🔋 Battery | |
| ✋ Privacy & Security | |

| | |
|---|---|
| 🅰️ App Store | |

| | |
|---|---|
| Reminders | 🟢 |
| Safari | 🟢 |
| News | ⚪ |
| Stocks | ⚪ |
| Home | ⚪ |
| Fitness+ | 🟢 |
| Wallet | 🟢 |
| Game Center | ⚪ |
| Siri | ⚪ |

| | |
|---|---|
| Pages | 🟢 |
| Numbers | 🟢 |
| Keynote | 🟢 |
| iMovie | 🟢 |
| Clips | ⚪ |
| Maps | 🟢 |
| Music | 🟢 |
| Shortcuts | 🟢 |

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| ESPN | ⚪ |
| Messenger | ⚪ |

| | |
|---|---|
| Look Me Up | > |

# HOW DOES ICLOUD DRIVE WORK?

**How to access iCloud Drive on the Web**

To access iCloud Drive from the web, go to <u>iCloud.com</u>, then sign in, and select iCloud Drive.

You will then be able to see all your folders, and you'll be able to create new folders, upload files, download files, delete files, share files.

# iCloud Costs



| | | |
|---|---|---|
| Included **5GB** | Good for safely storing all the basics, like contacts, calendars, and notes. | Free |
| Most Popular **50GB** | Recommended for storing your photos, videos, files, and apps and backing up your device. | $0.99/month |
| Lots of Photos **200GB** | Good for families or one person with lots of photos and videos. | $2.99/month |
| Great for Families **2TB** | A lifetime of photos, videos, and everything else for you and up to five family members. Ideal for families to share. | $9.99/month |
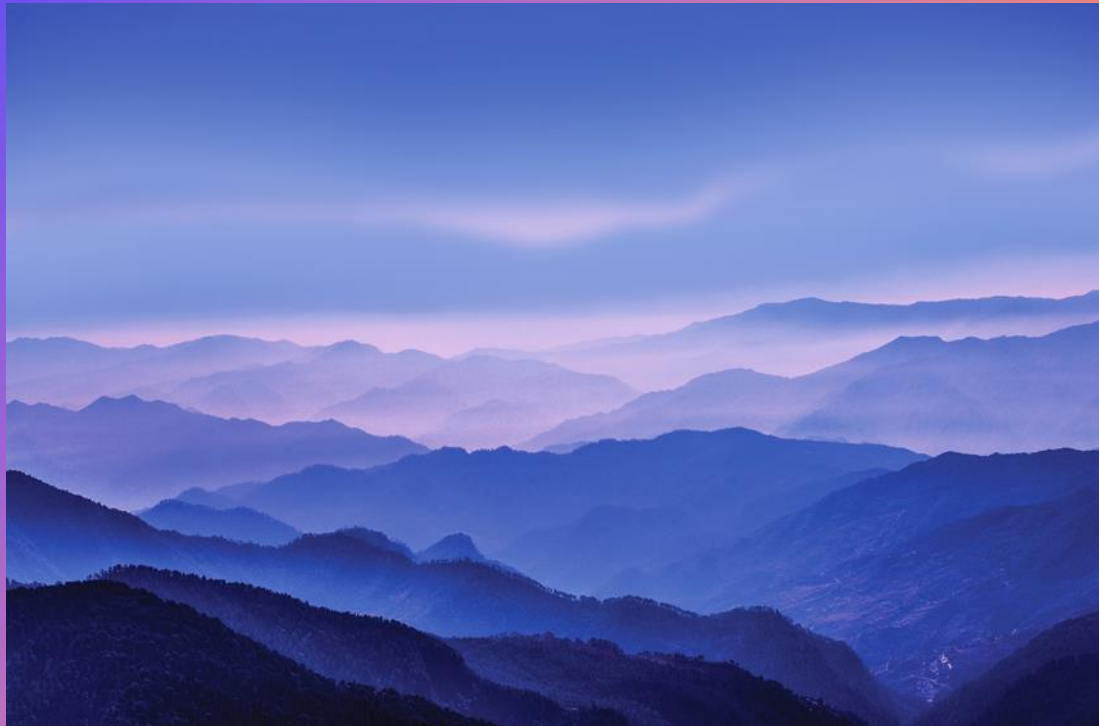
# Summary

iCloud and iCloud Drive is an excellent way to securely save and manage all data and settings in one common place.

That's accessible from any of your devices. (IOS or Windows) and data is continuedly updated.

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# THANK YOU

## Questions