

LDS Media Library User Guide (iOS)

Introduction

The LDS Media Library application is designed to help you organize presentations using various types of media to share during Sunday lessons or family home evening. This guide will help you understand how to use the app and what its capabilities are.

Getting Around

Main Menu

The main menu is located at the bottom of the screen.

Featured includes new and featured media (video, music, and images) from the LDS Media Library.

Browse includes popular collections and a searchable database of all video, music, and images in the LDS Media Library.

Playlists shows all your saved playlists you have made using the app.

My Library holds all the media files you have downloaded and has a place for the media you have marked as favorites.

Settings is where you can change application settings, including language selection and data download permissions. You can also sign in to your LDS Account from here and send feedback.

Icons

Several icons are used in the app for navigation.

	Share
	FAB or Floating Action Button (when you see this, it means you can add media items)
	Search
	Add to Playlist
	Favorites
	Edit
	Select
	Add
	Delete or Remove
	Delete

Creating a Playlist

The **Playlists** screen shows all the playlists you have made using the app. You can choose individual playlists to share or delete as well as create new playlists. When media is added to your playlist, it is downloaded to your device and is available to present in offline situations.

Create a new playlist by choosing the **FAB (+)** icon at the top right of the screen.

Type the title of your playlist in the window that pops up and tap **Save**.

If you need to rename your playlist, tap the playlist to open it. Tap the **Edit** icon from the **Playlists** screen, edit the title of the playlist, and hide your keyboard to save the change.

Optionally, when browsing or searching for media through the **Browse** or **My Library** screens, you can tap the **Add New Playlist** icon within any media file. In the window that pops up, tap the **FAB (+)** icon, enter the title, and tap **Save**.

Searching for Media

The **Featured** and **Browse** sections contain searchable videos, music, and images.

To search for media, tap the **Search** icon at the top right of the screen.

Enter a word or phrase in the search box and tap **Search** on your keyboard.

To quickly add several items to your playlist at the same time, tap the **Select** icon found next to the search box. Select the items you want added by tapping them and tap **Add to Playlist**. Tap the playlist you want the files added to and a message will pop up notifying you that the files have been added.

Applying Search Filters

You can apply filters to your search in the **Browse** section of the app.

After searching for a word or phrase, filter your search by tapping **Filter** at the top left of the screen.

Tap each category to select which filters you would like to apply. Options include:

- Publish date: Last year, last month, or last week
- Media type: Video, audio, and image

While only one publish date filter can be selected, multiple media types may be used.

Tap **Back** at the top of the menu bar to go back to the main **Filter** menu.

You can remove all filter options from the **Filter** menu by tapping **Clear All** or remove individual filter options by tapping **Remove** next to the filtered item.

Tap **Done** to exit the menu.

What's New

You can find this section in the **Featured** section of the app. It displays the latest 50 media files that have been added to the library.

Backing Up Playlists

All your playlists, favorites, and media can be backed up and accessed through other devices in case of breakage, loss, or theft. To back up your playlists and media:

If you have an LDS Account:

1. Tap **Sign In** on the main menu, accessed by tapping the menu icon in the top left corner of the screen. You must have internet access.
2. Tap **Sign In**.
3. Enter your LDS Account username and password.
4. Tap **Sign In** and your data will automatically sync.

If you do not have an LDS Account:

1. Go to ldsaccount.lds.org on your device's web browser. You must have internet access.
2. Follow the registration steps.
3. Once completed, follow the instructions above to sign in using your LDS Account.

Adding Media to a Playlist

To preview video and music files and add them to a playlist, your device must have an internet connection. Once you add media to a playlist, it is downloaded to your device so that it can be presented offline. When you find a video, image, or audio file you want to add to a playlist, you can add it to the playlist two different ways.

From Featured, My Library, or Browse Menus

Any media item can be added to playlists by tapping the **Add to Playlist** icon when within the media file.

Select which playlist you would like the media file added to or make a new playlist. You will see a message pop up notifying you that the file has been added to the playlist you chose.

From the Playlist

Tap the playlist you want to add media to.

To add media, tap the **FAB (+)** icon at the top right of the screen.

Search for media by tapping the **Search** icon at the top right.

Once you have a file you want to add, tap the **Add to Playlist** icon when within the media file. A message will pop up notifying you that the file has been added to your playlist.

When you have finished adding media files to your playlist, tap **Done** at the top right of the screen to return to your playlist.

Adding Favorites

When viewing a video or image or listening to an audio file, tap the **Favorites** icon so the heart is filled in to add the file to the Favorites section of My Library.

Deleting Favorites

When viewing a video or image or listening to an audio file, tap the **Favorites** icon so the heart is no longer filled in.

Trimming Videos and Songs

While editing a playlist, you may find that you want to play only a portion of a video or song. To play only the desired portion, do the following:

Tap the video or song you want to edit so it fills the right side of the screen.

Tap **Trim Video**.

A bar with blue edges will appear below the video or song.

Press and drag the front or back blue edges of the strip to decide how much of the video or song to play.

Press **Play** to check that you have the selection you want.

Reordering and Deleting Slides

Tap **Edit** to reorder or delete slides in your playlist.

To reorder slides, press and hold the right side of the file you want to move. Drag it to where you want it to be and release it.

To delete a slide, tap the **Remove** icon, tap **Delete**, then tap **Done**.

Creating Notes

You can add notes to individual media files within a presentation that you can see when you are in presenter mode. To add notes, do the following:

Tap the media file you want to add notes to so it fills the right side of the screen.

Select **Notes**, then **Add Note**.

Type your notes into the **Media Notes** window, then tap **Save**.

Your notes will appear when you are in presenter mode and connected to a second screen.

Entering and Using Presenter Mode

Presenter mode allows you to see your notes for each slide, see the next slide, and manually move through or jump to the slides in your playlist on a secondary screen. To enter presenter mode, you need to be connected to a second screen, either by AirPlay or through a wired connection.

Presenting via AirPlay

To show your presentation using AirPlay, slide your finger from the bottom of the screen toward the top of the screen. A menu will appear. Select **AirPlay** and choose the device you want to connect to.

Once connected, your screen will be mirrored on the screen. To enter presentation mode, tap the **AirPlay** icon in the top right. You will enter presenter mode and your first slide will appear on the screen.

As you move through your playlist, you can tap **Listen** or **Watch** to play those parts of your presentation.

Presenting through a Wired Connection

After connecting your device to the second screen by using a composite cord or HDMI cable, the **AirPlay** icon will appear at the top of your playlist screen. Tap the **AirPlay** icon and you will enter presenter mode and your first slide will appear on the screen.

As you move through your playlist, you can tap **Listen** or **Watch** to play those parts of your presentation.

Sharing

Playlists and individual media items can be shared on social media, through email or text, or with other applications such as Google Drive.

Playlists

To share a playlist, open the playlist and select **Share**. A window will pop up with various options for sharing your playlist.

Individual Media

To share a media file, open the file and select **Share**. A window will pop up with various options for sharing your media file.

Managing Downloads

Reach downloaded media by tapping on **My Library**. Media is split up by type.

Sorting Media

Sort media by tapping **Sort** on the menu bar at the top left of the screen. Sort options include sorting by date added, alphabetization, and file size.

Sharing Media

Share media by tapping the **Select** icon on the menu bar at the top of the screen.

Tap on media files you want to share and press the **Share** icon on the menu bar. A window will pop up with various options for sharing your playlist on social media, through email or text, or with other applications such as Google Drive.

Adding to Playlists

Add media to a playlist from **My Library** by tapping the **Select** icon on the menu bar at the top of the screen.

Tap on media files you want to add and press the **Add to Playlist** icon on the menu bar.

Choose the playlist you would like to add the media files to or create a new one.

Deleting Media from My Library

Deleting media from **My Library** will delete the media items from your device and remove them from any playlists using them.

Delete media from **My Library** by tapping the **Select** icon on the menu bar at the top of the screen.

Tap on media files you want to delete, press the **Trash** icon on the menu bar, and choose **Delete**.

Deleting Playlists

Deleting an entire playlist will also delete all media included in that playlist from **My Library** unless it's included in another playlist.

To permanently delete a playlist, tap **Edit** from the **Playlists** section.

Tap the playlist you want to delete so a blue check appears.

Tap **Delete** on the top right of the menu bar.

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