Preparing for 10-Digit Dial Mandate

How To: Manage State iPhones Contacts

As part of the 10-Digit Dial Mandate, you may need to verify phone numbers are set to ten digits.

Managing Contacts

The iPhone allows you to create as contacts as you need to keep track of information for the people you know. You can use saved contact information to quickly place a phone call, send an email, text, and more.

To Edit a Contact:

1. Tap contacts
2. Search for contact by name
3. Tap on contact name
4. Tap Edit in top-right corner
5. Enter 10 digit number (area code, prefix, and 4 digits)
6. Tap Done

To Add a Contact:

1. Tap Contacts, then tap the + button in the top-right corner.

2. Enter information for contact (Name)

3. Tap + to add phone and enter 10 digit telephone number of contact (area code, prefix, and 4 digits)

4. Tap Done

5. OR Tap Recents, then tap the Info button next to the desired number. From here, you can create a new contact or add the number to an existing contact.