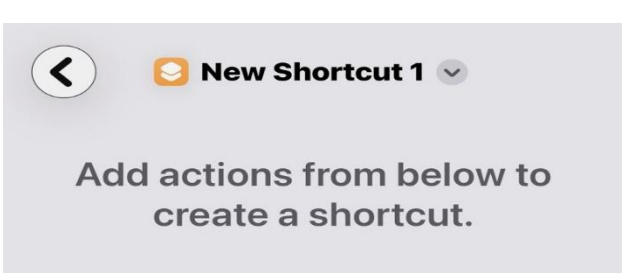
Create Shortcuts – iPhone

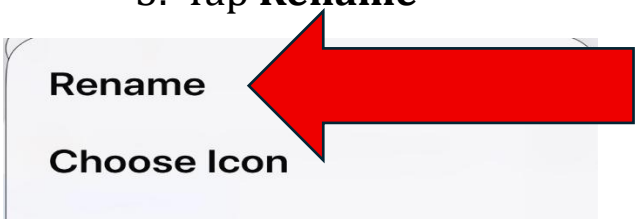
A shortcut is a quick access point that lets you open an app, website, file, or contact with just one tap.

1. Open the Shortcuts Apps. If it is not on your device, download it from the app store.

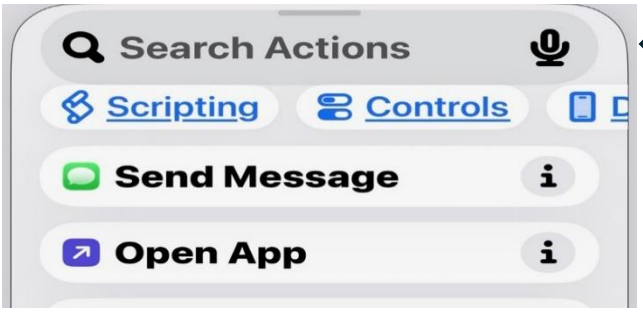
2. Tap the **+** at the top right side of the screen then **New Shortcut**

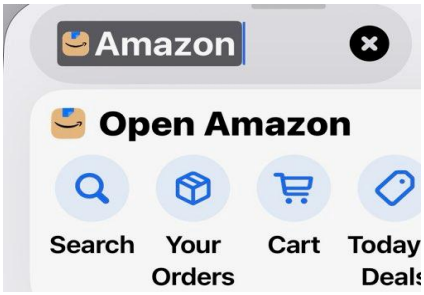


3. Tap **Rename**

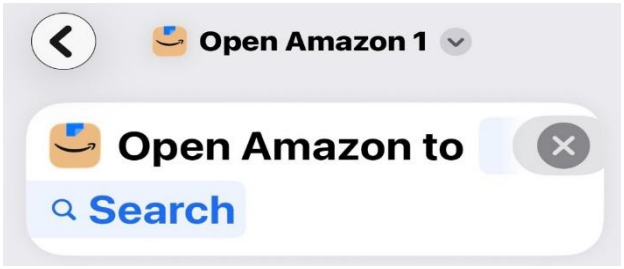
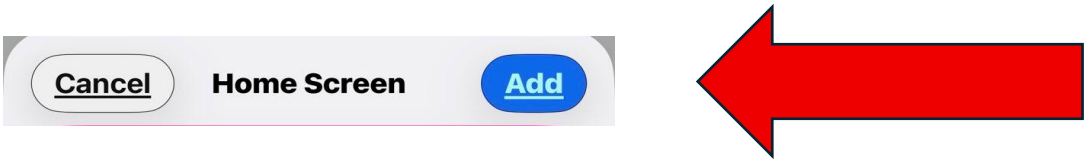


4. In the Search Actions bar, type the shortcut you want





5. Tap **Open** then Add to **Home Screen**



6. Tap **Add**