BILL'S HOME TECH

Home & Small Business Tech Solutions

AN EXTENDED GUIDE · NO. 2333

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# Clean Up Your Home Screen & Hide Apps

*Group apps into folders, tuck away the ones you never use, and keep only your favorites up front*

*Plain-English iPhone help from:*

Bill's Home Tech

*Portage County, Ohio*

Tech Made Simple. Service Made Personal.

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# What's Inside

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**SUMMARY**

# The 60-Second Version

A cluttered iPhone home screen is easy to tidy, and nothing you do here deletes an app or loses data. The key is the App Library — swipe all the way right — which automatically holds every app, so you can remove one from the home screen (hold it, Remove App, 'Remove from Home Screen') and still find it anytime by searching.

Press and hold an empty spot to enter 'wiggle mode,' then drag your six to twelve favorites onto page one, drag related apps on top of each other to make named folders, and uncheck whole pages you never use via the page dots. Turn on Bold Text and Larger Text in Display and Brightness to make it all easier to see, and set new apps to go straight to the App Library to keep it tidy.

# 1 The Short Version

Your iPhone's home screen has become a sprawl of apps across page after page, and finding the one you actually want means squinting and swiping. It does not have to be this way. With a few simple moves you can tidy the whole thing — group apps into folders, tuck the ones you never use out of sight, and keep just the handful you reach for every day on the first page.

This guide shows you how, in plain steps and in the order that makes it easiest. Nothing here deletes anything or loses your photos and messages — it only tidies how the apps are arranged, and everything can be put back just as easily.

- You can group apps into folders, hide whole pages, and keep only your favorites up front.
- The App Library holds every app automatically, so hiding one from the home screen never loses it.
- Nothing here deletes an app or your data — it only rearranges what you see.
- A clean home screen genuinely makes the phone less stressful to use every day.

**TIP**

Start with one goal: get your six or eight most-used apps onto the first page, big and easy to find. Everything else can live a swipe away or in the App Library. That single change makes the phone feel calmer immediately.

## 2 Understand the App Library First

Before moving anything, it helps to know about a safety net that changes everything: the App Library. It is a screen, all the way to the right of your home pages, that automatically holds every app on your phone, sorted into tidy groups. Because of it, you can remove an app from your home screen without uninstalling it — it simply moves to the App Library, always findable.

1. Swipe left, past all your home screen pages, until you reach a screen titled App Library.
2. Notice the apps are grouped automatically into categories, with a search bar at the top.
3. Tap the search bar and type any app's name to find it instantly.

**GOOD TO KNOW**

This is the key to a tidy phone: you never have to delete an app to get it off your home screen. 'Remove from Home Screen' just tucks it into the App Library, where it is always one search away. That makes cleaning up completely risk-free.

## 3 Enter 'Wiggle Mode' to Rearrange

Everything in this guide starts by putting the home screen into edit mode — affectionately called 'wiggle mode' because the app icons jiggle, telling you they are ready to be moved.

1. Press and hold your finger gently on any empty part of the home screen.

2. After a moment, the app icons start to wiggle and a little minus or menu badge appears on them.
3. Now you can drag apps around, make folders, and tuck things away.
4. When you are finished, tap 'Done' in the corner, or press the home area, to settle everything in place.

**TIP**

If holding an empty spot does not work, press and hold directly on an app icon instead, then choose 'Edit Home Screen' from the little menu that pops up. Both routes land you in the same wiggle mode.

## 4 Move Your Favorites to the First Page

The first page is prime real estate — it is what you see every time you unlock the phone. Fill it with only the apps you use most, so they are always right there.

1. In wiggle mode, press and hold an app you use constantly and drag it toward the first page.
2. Drop it where you want it; the other apps shuffle aside to make room.
3. Repeat until your six to a dozen daily apps — phone, messages, camera, mail, weather, whatever you love — all live on page one.
4. Tap Done when the first page holds your favorites.

**GOOD TO KNOW**

There is no rule that a page must be full. A first page with just your eight favorite apps and lots of calm empty space is easier on the eyes and faster to use than a crammed grid.

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# 5 Group Apps Into Folders

Folders let you gather related apps into a single tidy icon — all your banking in one, all your games in another — so a dozen apps take up the space of one. They are the biggest single win for a cluttered screen.

1. In wiggle mode, drag one app directly on top of another related app.
2. The phone creates a folder around both; let go and it opens so you can see them together.
3. Drag more apps into the folder the same way.
4. Tap the folder's name and type a simple label like 'Banking,' 'Games,' or 'Photos,' then tap Done.

> **TIP**
> Keep folder names short and obvious — 'Money,' 'Health,' 'Travel.' You want to glance and know instantly what is inside. Clever names are fun but slow you down later.

# 6 Hide an App Without Deleting It

For apps you rarely open but do not want gone, you can remove them from the home screen entirely. They slip safely into the App Library, uninstalling nothing and losing no data.

1. Press and hold the app you want to tuck away.
2. Choose 'Remove App' from the menu.
3. Tap 'Remove from Home Screen' — NOT 'Delete App.'
4. The app vanishes from your pages but stays in the App Library, findable anytime by searching.

> **WATCH OUT**
> Read the choice carefully: 'Remove from Home Screen' keeps the app safely in the App Library, while 'Delete App' actually uninstalls it and removes its data. For tidying, you almost always want 'Remove from Home Screen.'

## 7 Hide a Whole Page You Don't Use

If you have entire pages of apps you never touch, you can hide the whole page at once rather than tidying it app by app. The apps stay in the App Library; the page simply stops cluttering your swipes.

1. Enter wiggle mode, then tap the row of little dots near the bottom that shows your pages.
2. You will see all your pages with a checkmark under each.
3. Tap the checkmark under any page to UNcheck it — that page is now hidden.
4. Tap Done; your swipes are now shorter and tidier.

> **GOOD TO KNOW**
> Hidden pages are not gone — recheck the box the same way to bring a page back anytime. This is the fastest way to calm a phone that has sprawled across five or six pages over the years.

## 8 Make the Icons and Text Bigger and Clearer

While you are tidying, a couple of settings make the whole home screen easier to see — a real help if small icons or faint labels are a strain.

- In Settings, Display & Brightness, turn on 'Bold Text' to make every label easier to read.
- In Settings, Display & Brightness, try 'Larger Text' and drag the slider up to a comfortable size.
- Some phones offer a larger home-screen layout with bigger icons — look in Display & Brightness for a 'Larger' app-icon option.

> **WATCH OUT**
> Bold Text is a quiet favorite — it sharpens every label across the whole phone, costs nothing, and you can turn it off just as easily if you do not like it. Well worth a try.

# 9 Add a Widget You'll Actually Use

Widgets are little panels on your home screen that show information at a glance — the weather, your calendar, a photo that changes through the day — without opening an app. Used sparingly, one well-chosen widget makes page one genuinely more useful rather than more cluttered.

1. Press and hold an empty spot to enter wiggle mode, then tap the plus (+) button in the corner.
2. Scroll the list of widgets and pick one that would help — Weather, Calendar, or Clock are the friendliest.
3. Choose a size and tap 'Add Widget,' then drag it where you want it.
4. Tap Done to settle it in place.

**GOOD TO KNOW**

Resist adding a dozen widgets — that just trades one kind of clutter for another. One weather panel and maybe a calendar are plenty for most people, and they genuinely earn their spot on page one.

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# 10 Change or Remove the Dock Apps

The row of apps along the very bottom — the dock — stays put no matter which page you are on, so it is the most valuable spot of all. Make sure it holds your four most-used apps and nothing else.

1. Enter wiggle mode by holding an empty spot.

2. Drag an app you rarely use OUT of the bottom dock and up onto the page.
3. Drag a favorite you use constantly DOWN into the dock's empty slot.
4. Tap Done; those dock apps are now one tap away from every page.

> **GOOD TO KNOW**
> The dock holds up to four apps on most iPhones. Because they follow you across every page, reserve those four slots for your true everyday essentials — phone, messages, camera, and whatever you open most.

## 11 Undo a Change You Didn't Mean to Make

Everyone nudges an app into the wrong folder or hides something by accident while tidying. Nothing here is permanent, and putting it right is easy, so you can rearrange without any fear.

- Dragged an app into the wrong folder? Open the folder, then drag it back out onto the page.
- Hid an app you actually wanted? Find it in the App Library (swipe all the way right and search), then drag it back onto the home screen.
- Hid a whole page by mistake? Enter wiggle mode, tap the page dots, and re-check the box.
- Made a mess and want a fresh start? Settings, General, Transfer or Reset iPhone offers 'Reset Home Screen Layout' to restore the default arrangement.

> **WATCH OUT**
> 'Reset Home Screen Layout' puts the icons back to Apple's default order — it does not delete any apps or data, but it will undo your folders and arrangement. Use it only if you truly want to start the layout over from scratch.

# 12 Keep It Tidy Going Forward

A few gentle habits keep the clutter from creeping back, so your tidy-up lasts.

- When you install a new app, decide right away whether it belongs on page one, in a folder, or just in the App Library.
- In Settings, Home Screen, you can set new apps to go straight to the App Library instead of piling onto your pages.
- Every few months, spend five minutes removing apps you have stopped using from the home screen.
- Keep page one sacred — only your true daily favorites earn a spot there.

> **GOOD TO KNOW**
>
> Setting new downloads to go to the App Library automatically (in Settings, Home Screen) is the single best habit for a phone that stays tidy. New apps no longer clutter your pages; you add them to the home screen only if you actually want them there.

# 13 Use Search to Find Any App Instantly

Here is a reassuring truth that takes all the pressure off tidying: you never actually have to remember where an app lives, because your iPhone can find any app in a second by name. Once you know this, hiding apps feels completely safe.

1. From the home screen, swipe DOWN from the middle of the screen (not the top corner).
2. A search box appears with the keyboard ready.
3. Type the first few letters of the app you want — 'wea' for Weather, 'mes' for Messages.
4. Tap the app when it appears to open it straight away.

- Search finds apps whether they are on the home screen, in a folder, or tucked in the App Library.
- It also finds contacts, settings, emails, and notes — not just apps.

- Because search always works, you can safely hide apps you rarely use without ever losing them.

> **TIP**
> Make a habit of this swipe-down search for the apps you open only now and then. It is often faster than hunting through pages and folders — and it means your home screen only needs the few apps you use every single day.

## 14 When to Call Bill

Tidying a home screen is satisfying and genuinely makes the phone less stressful, and most people enjoy doing it from this guide. But if the swiping and dragging feel fiddly, or you would simply like it set up beautifully in one go, I am happy to do it with you.

On a visit I will arrange your favorites up front, fold away the clutter, make the text and icons as easy to see as you like, and leave you a phone that feels calm and findable — plus a quick lesson so you can keep it that way yourself.

- The dragging and folder-making feel awkward and you would rather have help.
- You want the icons and text set as large and clear as possible.
- Your phone has sprawled across many pages and you want a fresh, tidy start.
- You would like a simple layout set up that matches how you actually use the phone.

CHEAT SHEET

# Everyday Cheat Sheet

Keep this handy. Nothing here deletes an app — it only tidies the layout.

| I want to… | Do this… |
|---|---|
| Edit the layout | Press and hold an empty spot until the icons wiggle |
| Group apps | Drag one app on top of another to make a folder, then name it |
| Hide an app (keep it) | Hold it Remove App 'Remove from Home Screen' (NOT Delete) |
| Hide a whole page | Wiggle mode tap the page dots uncheck a page |
| Find any hidden app | Swipe all the way right to the App Library and search its name |
| Make it bigger/clearer | Settings Display & Brightness Bold Text and Larger Text |
| Get help | Call Bill: (330) 200-8042 |

**BEFORE YOU GO**

# A Note From Bill

A quick note from Bill. I write these guides to make home tech a little less frustrating, and I do my best to keep every step accurate and up to date. Still, every home, device, and setup is a bit different, so I can't promise a guide will match yours exactly or fix your particular problem. These guides are for general information only — they're not professional, legal, or financial advice, and they don't replace your device's own manual or the manufacturer's instructions. Please go slow, use your own good judgment, and use everything here at your own risk. If a step involves electrical wiring, a gas appliance, a water heater, plumbing, or climbing a ladder — or if anything just doesn't feel safe — please stop and call a licensed professional (or give me a call at 330-200-8042). Bill's Home Tech and Bill Davis can't be responsible for any damage, data loss, or injury that results.

HOW I CAN HELP

# Your Visit — and My Promise

*You don't have to remember all of it — just that a friendly, patient person is one call away, whenever you'd rather have a hand.*

**KEY SPECS**

In your home — $99 flat for the first visit, no contracts and no surprises, with a 30-day come-back-free follow-up. In-home visits cover Portage County, Ohio and nearby communities.
Outside the area? Remotely — $49 for a screen-share session (free for Support Plan members, $39/mo), refundable if I can't fix it — and credited toward a visit if you'd rather have me in person. Book either at billshometech.com/book.

**GOOD TO KNOW**

My promise — If you're not 100% satisfied with your visit, I'll come back at no charge, or refund the full $99. No questions, no awkwardness. That's how I'd want to be treated.

Whenever you're ready, I'll come to your home anywhere in Portage County, Ohio and nearby communities, at your pace. Too far for a house call? I also help remotely. Book at billshometech.com/book or call (330) 200-8042. — Bill

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