# User Guide of Leawo iTransfer

Leawo iTransfer provides perfect solutions for iPhone transfer, iPad transfer and iPod transfer issues. It can be used for transferring many kinds of files among iOS devices, iTunes and PCs. Leawo iTransfer is helpful for backing up iPhone, iPad and iPod (touch) files to computer. It makes the iPhone, iPad and iPod as flash drives so that users can put anything they want into their iOS devices. Moreover, Leawo iTransfer allows users to manage the playlists of the iOS devices and iTunes within the software.

The following guidance will show you the full functions of Leawo iTransfer and how to use Leawo iTransfer. The user guidance will be divided into 9 parts. In every part, iPhone is taken as an example.

# Content


1. Brief Introduction ..... 4
    1.1. iPhone ..... 4
        1.1.1. iPhone Library ..... 5
        1.1.2. iPhone Playlist ..... 6
    1.2. iTunes ..... 6
        1.2.1. iTunes Library ..... 7
        1.2.2. iTunes Playlist ..... 8
    1.3. File ..... 8
    1.4. Edit ..... 9
    1.5. View ..... 9
    1.6. Tools ..... 9
    1.7. Help ..... 10
2. How to Register Leawo iTransfer Windows Version? ..... 10
3. How to Transfer Files from Computer to iPhone ..... 11
        3.1. Step 1. Connect iPhone to Computer. ..... 11
        3.2. Step 2. Add files from computer. ..... 12
        3.3. Step 3. After adding files to the software, the transfer begins. ..... 13
4. How to Transfer Files from iTunes to iPhone ..... 13
        4.1. Step 1. Connect the iPhone to computer and run the software. ..... 13
        4.2. Step 2. Click the transfer button to transfer all the files. ..... 14
        4.3. Step 3. Transfer files from iTunes to iPhone ..... 15
5. How to Transfer Files from iPad to iPhone ..... 16
        5.1. Step 1. Connect both devices to computer and run the software ..... 16
        5.2. Step 2. Select Files to Transfer ..... 16
        5.3. Step 3. Set transfer options and start transferring ..... 17
6. How to Backup iPhone to Computer ..... 18
        6.1. Step 1. Connect iPhone to computer and run the software ..... 18
        6.2. Step 2. Click the transfer button ..... 18
        6.3. Step 3. Choose Target Folder ..... 19
7. How to Use iPhone as a Flash Drive ..... 20
        7.1. Step 1. Connect iPhone to computer ..... 20
        7.2. Step 2. Store files ..... 20
8. How to Manage Playlists of iPhone/iTunes ..... 21
        8.1. Step 1. Connect iPhone to Computer ..... 21
        8.2. Step 2. Manage Playlist ..... 22
        8.3. Step 3. Back up iPhone Playlist ..... 22
Part 9. Other Options ..... 23
    9.1. Smart Filter ..... 23
    9.2. Show as Cover/Show as List ..... 24
    9.3. Refresh ..... 24
    9.4. Preview ..... 25
    9.5. Delete ..... 26

9.6. Add ..... 26
9.7. Transfer ..... 27

# 1. Brief Introduction

Below is the main interface of Leawo iTransfer:

## 1.1. iPhone

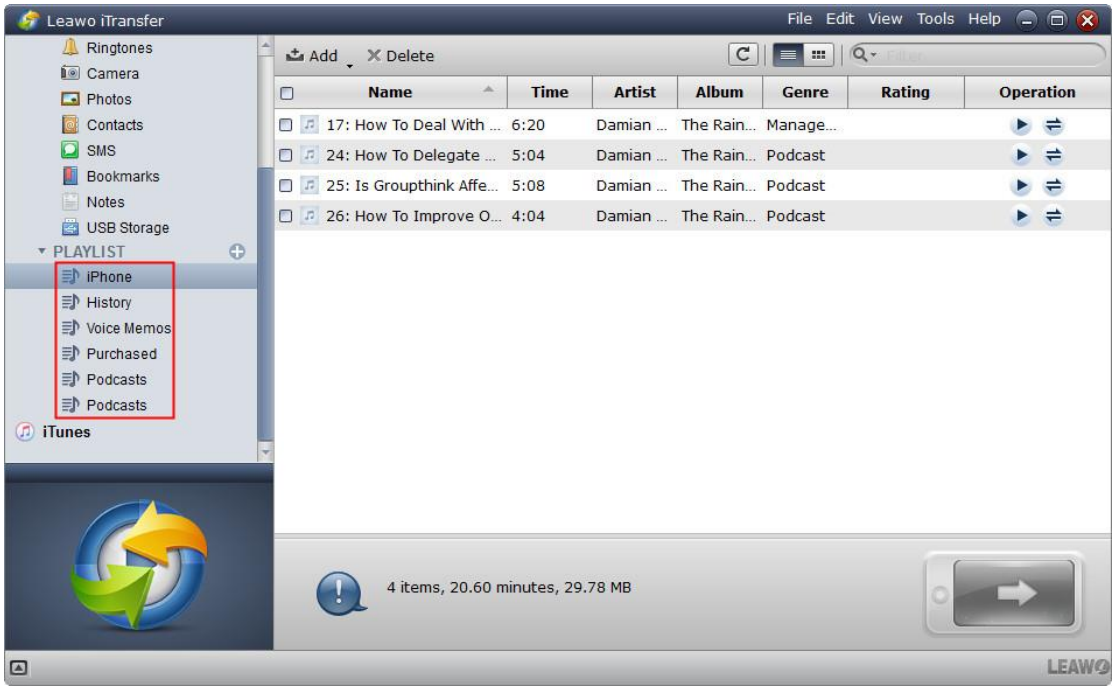
When you connect your iPhone to computer with USB cable and run Leawo iTransfer, the software will automatically scan and show the detailed information of the iOS device. The library and playlists of iPhone will be shown in the left sidebar.

## 1.1.1. iPhone Library

This feature browsers all your files on iPhone, including: App, Music, Movies, TV Shows, Books, Ringtones, Camera, Photos, Contacts, SMS, Bookmarks, Notes, USB Storage. You could transfer/add/delete files with ease.

## 1.1.2. iPhone Playlist

All your iPhone playlists will be shown here, like voice memos, purchased, history. You could manage your iPhone playlist without efforts, including adding files, exporting/renaming/deleting playlist.

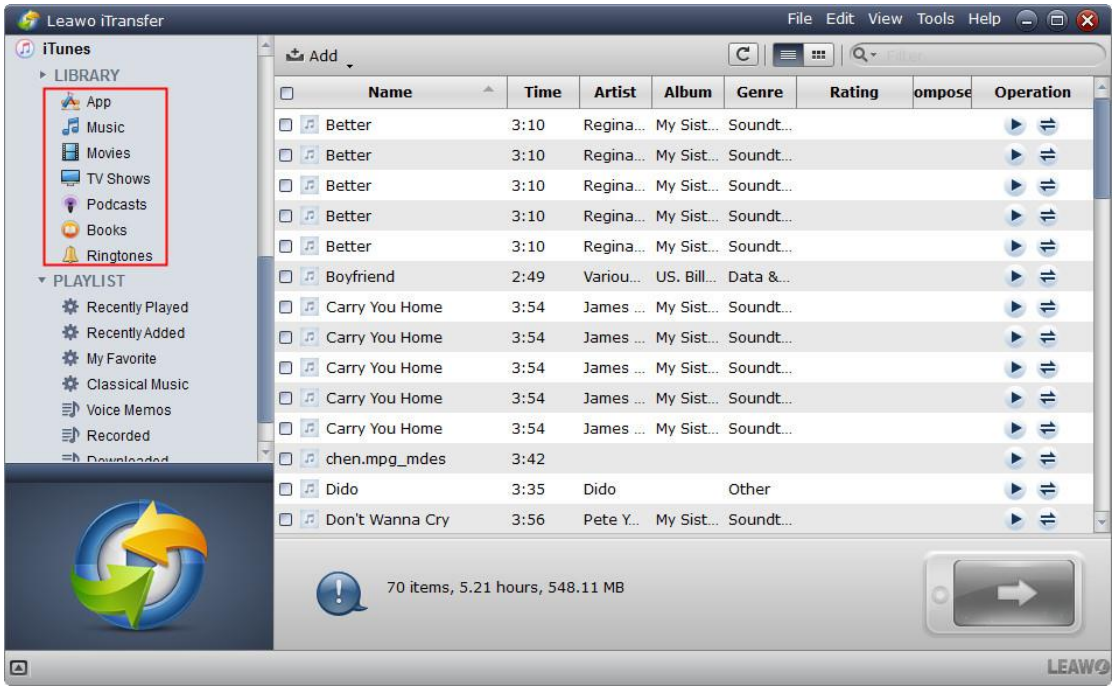



## 1.2. iTunes

Same as iPhone feature, the software will automatically scan and show your whole iTunes files when you launch it on PC. Then you could find all your iTunes files in this option, including iTunes library and iTunes playlist.

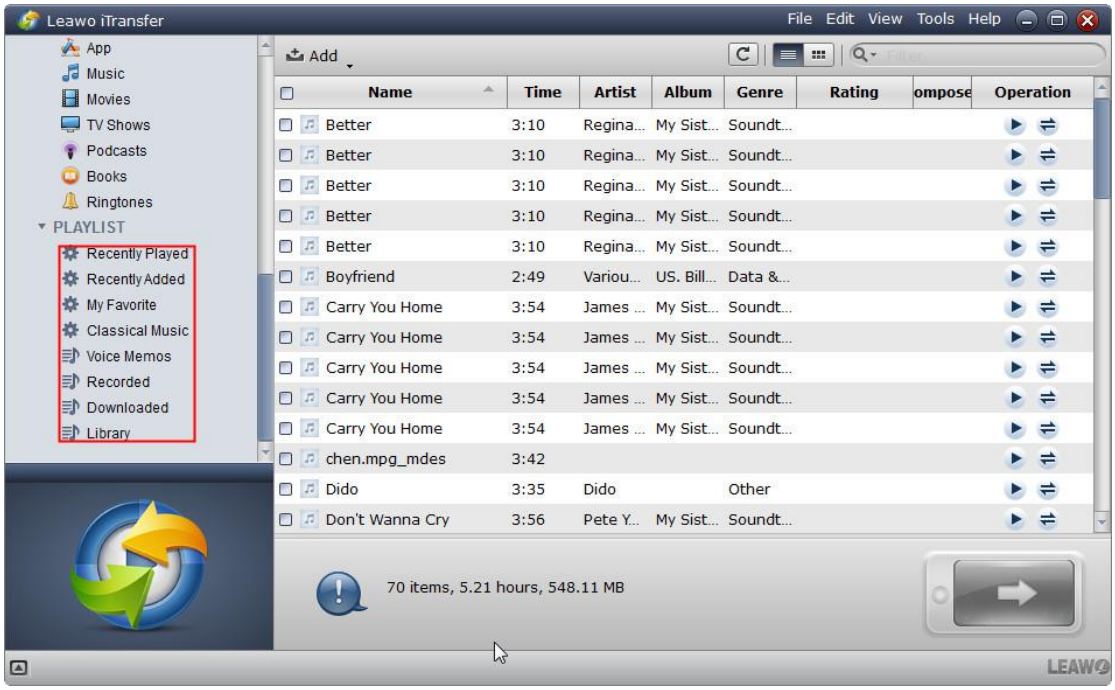
## 1.2.1. iTunes Library

After clicking "LIBRARY" option, you will see all files on your iTunes, including App, Music, Movies, TV Shows, Podcasts, Books and Ringtones. You are allowed to add/delete/transfer these files by 1 click.



## 1.2.2. iTunes Playlist

As an outstanding iTunes music manager, Leawo iTransfer can help you create, rename and delete playlists; import songs into playlists or export songs out of playlists; add songs from the Music Library to the playlists or delete songs in the playlists directly.




## 1.3. File

The "File" button includes 5 options: Add, Preview, Transfer to, Playlist, Eject Device, Exit.

a. Add: used in the computer to iOS devices transfers. After choosing the library to add files, click "Add File" to add one or more files from computer; Or "Add Folder" to add a folder of the certain kind of files to iOS devices.

b. Preview: used in browsing files in the software. Choose a file and click "Preview", then a pop-up screen at the left bottom shows up to play the file been chosen.

c. Transfer to: used in the iOS devices to computer transfers, iOS devices to iTunes transfers and iOS devices to iOS devices transfers. When finished choosing files for transferring, click the "Transfer to" and choose where to transfer the files to.

d. Playlist: used in managing playlists of iOS devices or iTunes. Choose a playlist at the left sidebar and click "playlist", users can choose to "Add Playlist", "Delete Playlist", "Import Playlist" and

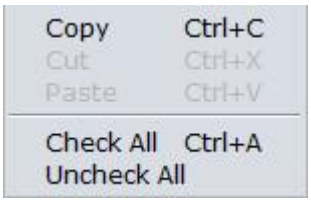
"Rename Playlist".

e. Eject Device: make the software stop scanning the device.

f. Exit: used to shut down the software

## 1.4. Edit

The "Edit" button includes options of "Copy", "Cut", "Paste", "Check all" and "Uncheck all".




a. Copy: used in copying files within the software. For example, if users want to copy a song from the Music Library to the Playlist, they can use this option to save time.

b. Cut: Almost like "Copy", but once cut the file, users will lose the file in the original position.

c. Paste: Once "Copy" or "Cut" the file, users can "Paste" the file within the software.

d. Check All/Uncheck All: used for checking the files. If you are going to transfer all the files to computer or iTunes, you could choose "Check All"; if you only want to transfer certain files, you could choose "Uncheck All" and then select the certain files you want.

## 1.5. View

The four options of "Preview", "Table", "Cover" and "Refresh F5" are included in this "View" button.

a. Preview: used in browsing files in the software. Choose a file and click "Preview", then a pop-up screen at the left bottom shows up to play the file been chosen.

b. Table: used in showing your files as table.

c. Cover: used in showing your files as cover.

d. Refresh: click this option to refresh your files.

## 1.6. Tools

The "Tools" button includes two options of "Refresh Devices" and "Preference".

a. Refresh Device: After transferring files, users can click "Refresh Device" to make the software scan the device again. Users can check whether the files being transferred or not.

b. Preference: used for setting up proxy and the sources of the software. Users are able to set up

the proxy and choose the files that users want to display in the software.

## 1.7. Help

Help: includes options of "Help Topic", "Support", "Feedback", "Check for Updates", "Bug Report", "Home Page", "Register", "Purchase" and "About".

a. Help Topic: Link to the page of Leawo iTransfer User Guidance.
b. Support: Link to the support page of Leawo iTransfer.
c. Feedback: Send your feedback of Leawo iTransfer to the company, and they will make improvements according to your feedback.
d. Check for Updates: Check for the latest version of the software.
e. Bug Report: If users find bugs when using the software, they can send the bug report to Leawo Software.
f. Home Page: Link to the home page of Leawo iTransfer.
g. Register: Once users pay for the software, they will get the registration code, and then users can register the software by clicking this option.
h. Purchase: Users can click here to visit the official purchase page of Leawo iTransfer and purchase Leawo iTransfer.
i. About: Show the version and website of Leawo iTransfer

# 2. How to Register Leawo iTransfer Windows Version?

**Step 1.** Purchase Leawo iTransfer for Windows. There are 2 accesses to the purchase page:
a. Directly visit Leawo iTransfer official site and click the "Buy Now" button to enter the purchase page.
b. Click the "Help > Purchase" on the top right of your iTransfer main interface.
**Step 2.** Choose the license you need on the purchase page, fill in your contact information to proceed and choose a payment method to pay for the license. We provide customized licenses to meet your needs.
1 Year License: the license will be valid within 1 year. One license can only be used on one computer.

Lifetime License (1 PC / Mac): the license is only valid on 1 PC or Mac and updates will be free.

**Step 3.** Our system will automatically send the registration info to your e-mail address once your order is validated. Check your E-mail to get the registration code of iTransfer for Windows.

**Step 4.** Launch Leawo iTransfer on PC, then click "Help > Register". Enter the registration code and click "Register" to finish the registration.

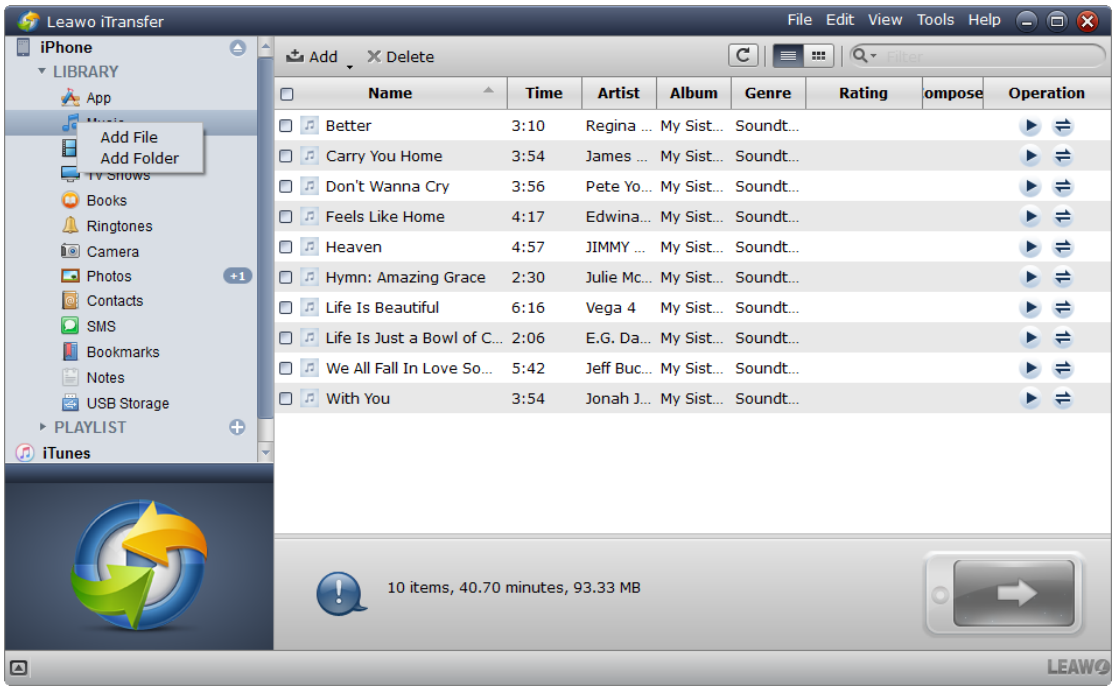
# 3. How to Transfer Files from Computer to iPhone

## 3.1. Step 1. Connect iPhone to Computer.

The starting image of the software is just like below. When you have connected iPhone to computer, the software will show the detailed information of the iPhone. The library and playlists of iPhone will show in the left sidebar accompanied with the library and playlists of iTunes.

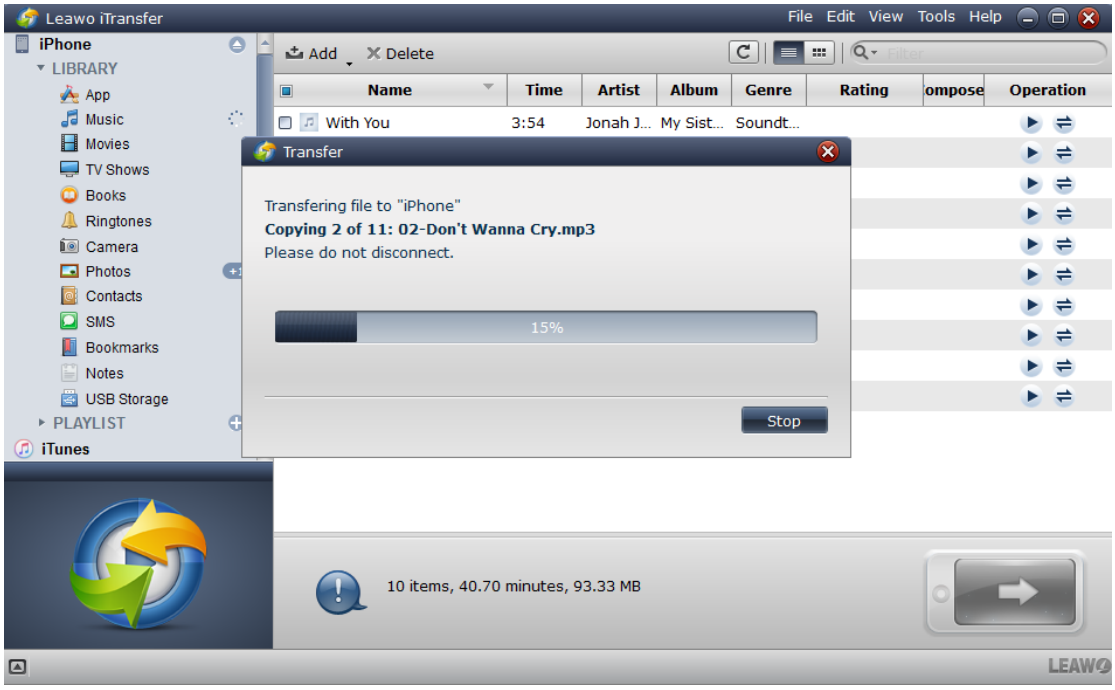
## 3.2. Step 2. Add files from computer.

Users have 4 ways to add files from computer: the first one is dragging and dropping the files directly into the software window; the second way is to click the **Add** button at the top middle of software; the third way to is click **File > Add > Add File/Add Folder** at the upper right corner; the fourth way is to right-click the name of the library and choose **Add File or Add Folder**.



## 3.3. Step 3. After adding files to the software, the transfer begins.

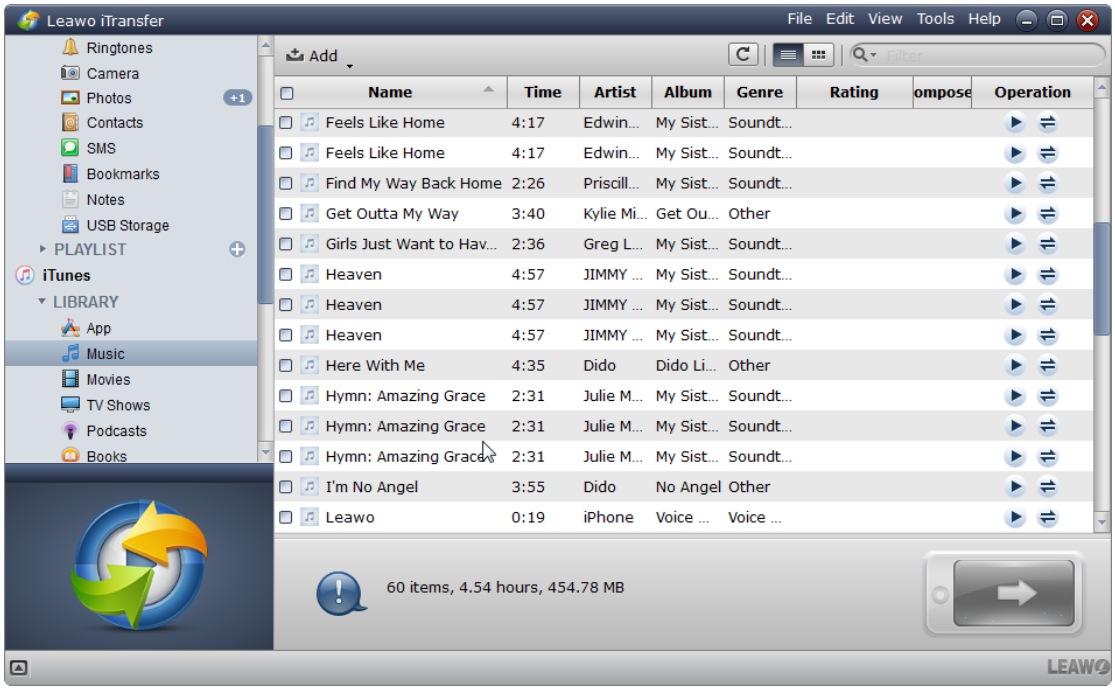
A dialog of transfer process will show up. This dialog shows you the percentage of the transfer, and the names and numbers of the files being transferred will also be shown. When the transfer is ongoing, please don't disconnect the iOS devices.




# 4. How to Transfer Files from iTunes to iPhone

## 4.1. Step 1. Connect the iPhone to computer and run the software.

The software will automatically detect the iPhone and show the Library of iPhone. The Library of iTunes will be shown below the Library of iPhone. Users are allowed to transfer music, movies, TV shows, books and ringtones from iTunes to iPhone.

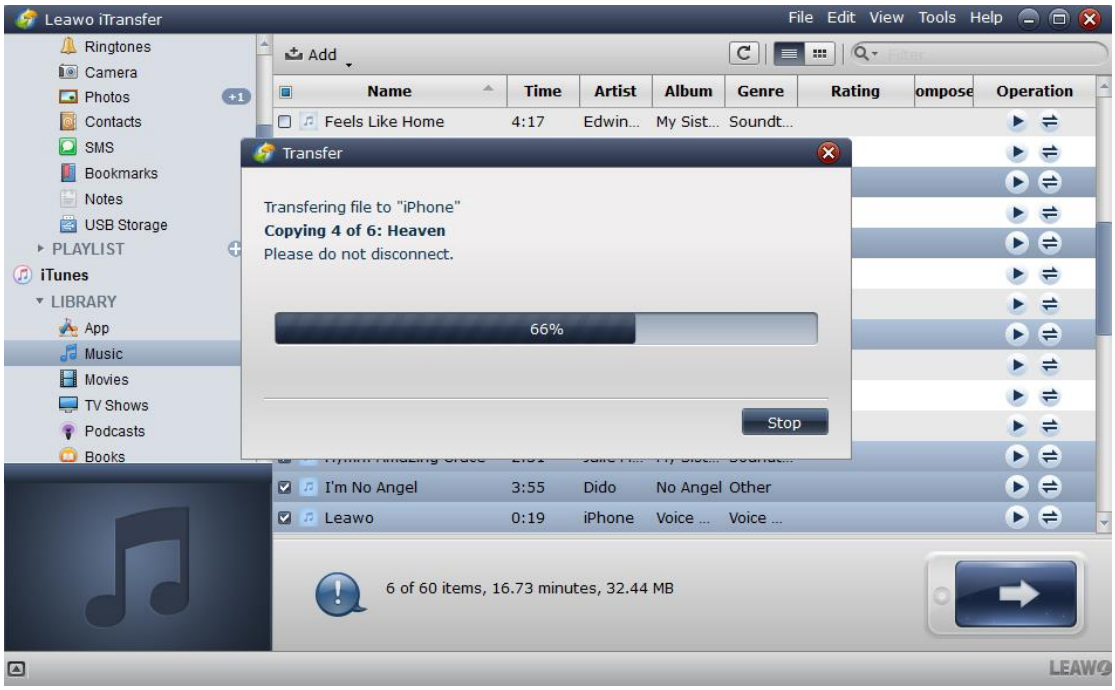



## 4.2. Step 2. Click the transfer button to transfer all the files.

Click the **Transfer** button (the dark-blue right-arrow button at the right bottom of the software) to transfer all the files. Or users are allowed to press **Ctrl** and click to choose certain files to transfer, and then right click the chosen files to **Transfer to > iPhone**. If users want to find the certain files they want to transfer, they could user the smart filter function on the upper right corner. Type the full or part of the name of the file and click the search button (the magnifier) on the left of the search column, and then the software will find the matches for you. If users are tired of the list mode of the files, they can click the **Show as Cover** button (the button with dots) to the left of the search column, and goes back to list mode by clicking the **Show as List** button (the button with lines) next to **Show as Cover** button.

## 4.3. Step 3. Transfer files from iTunes to iPhone

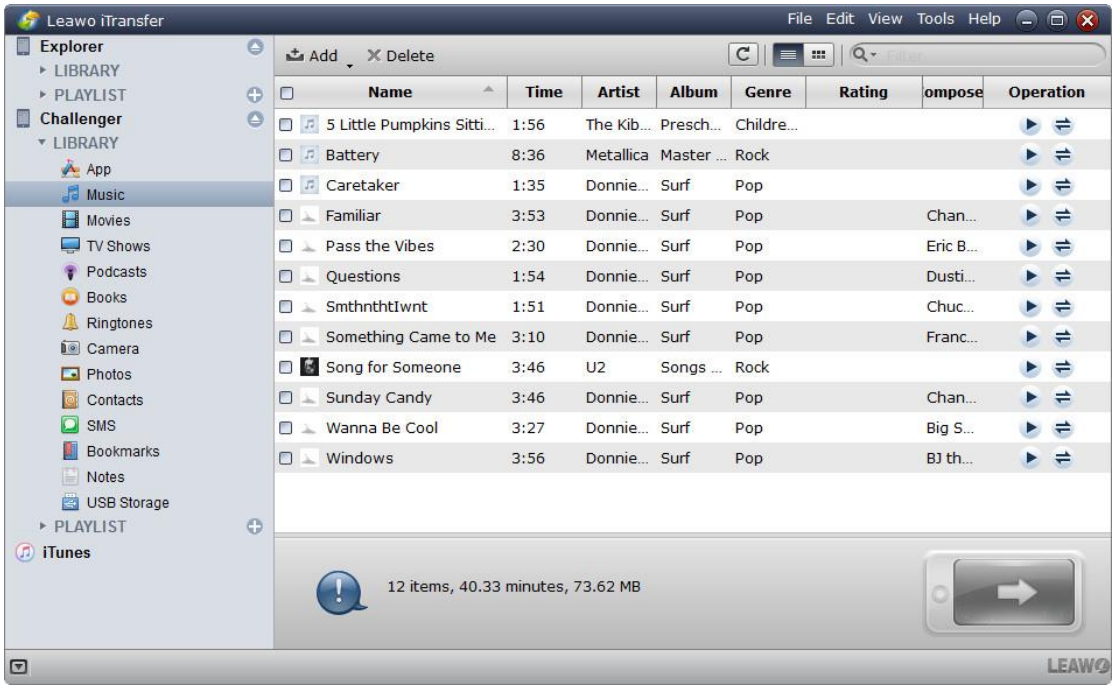
If the users have clicked the transfer button, they will get to the dialog of transfer settings. In this dialog, users are able to transfer the files to iPhone. Check **Transfer to List: iPhone**, and click **Transfer Now**, then the files will be transferred to iPhone.



# 5. How to Transfer Files from iPad to iPhone

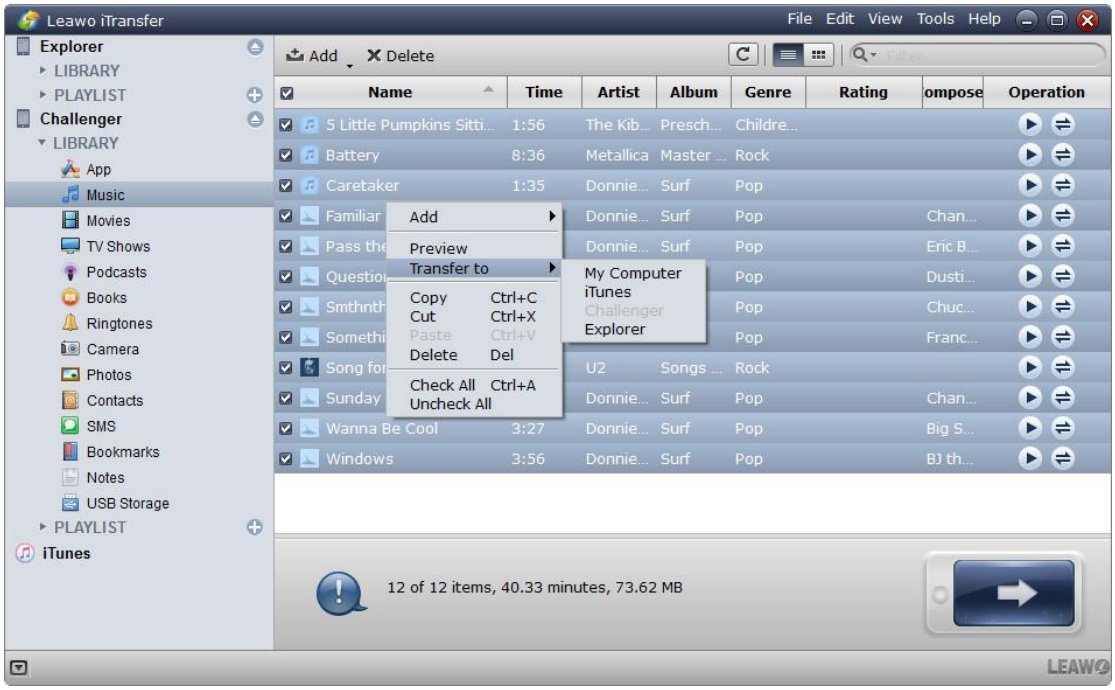
## 5.1. Step 1. Connect both devices to computer and run the software

The iTransfer will automatically detect both of the iOS devices and show the Libraries of the iPad and iPhone. Click the name of iPad and choose a library of iPad in left sidebar.



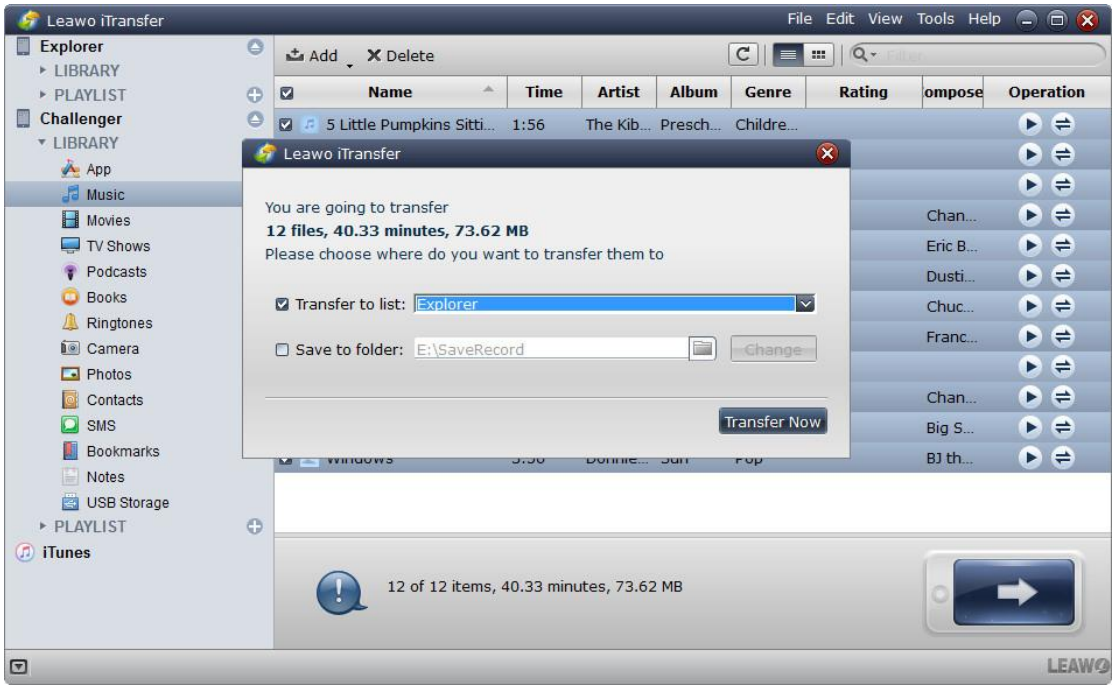

## 5.2. Step 2. Select Files to Transfer

Check the square checkbox beside Name to select all files, and click the transfer button. Or hold **Ctrl/Shift** key to select certain files, and right-click the selected files and choose **Transfer to > iPhone**.




## 5.3. Step 3. Set transfer options and start transferring

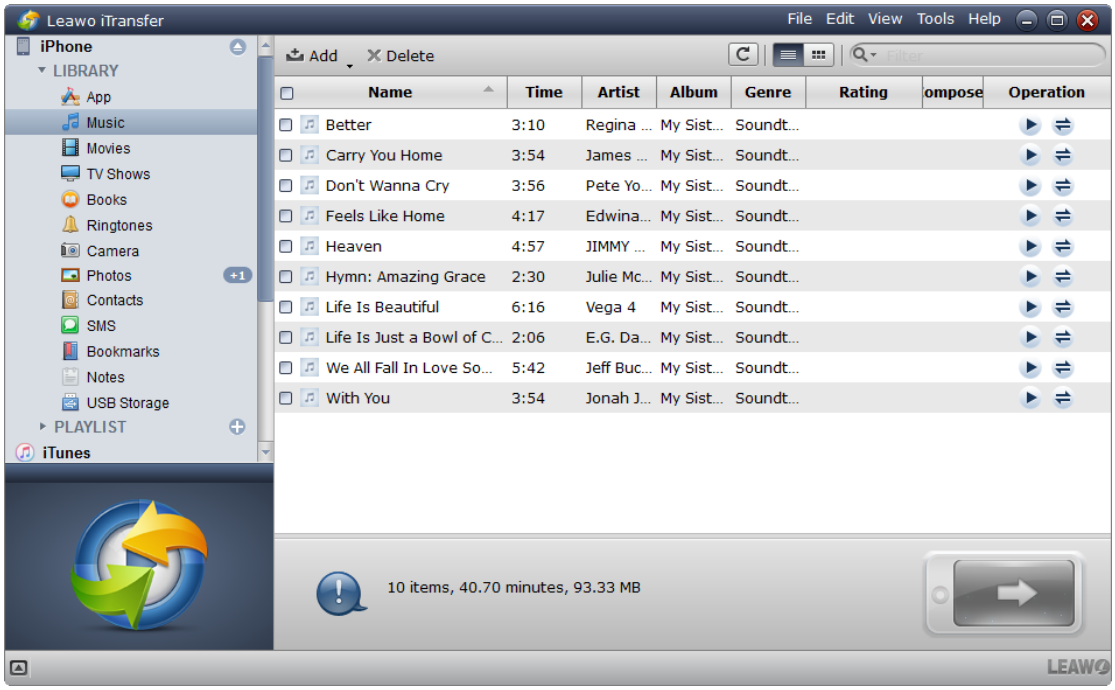
The dialog of transfer settings pops up after the transfer button is clicked. Check **Transfer to List** in the dialog and choose iPhone as a target. Then click **Transfer Now** to start transferring files from iPad to iPhone.



# 6. How to Backup iPhone to Computer

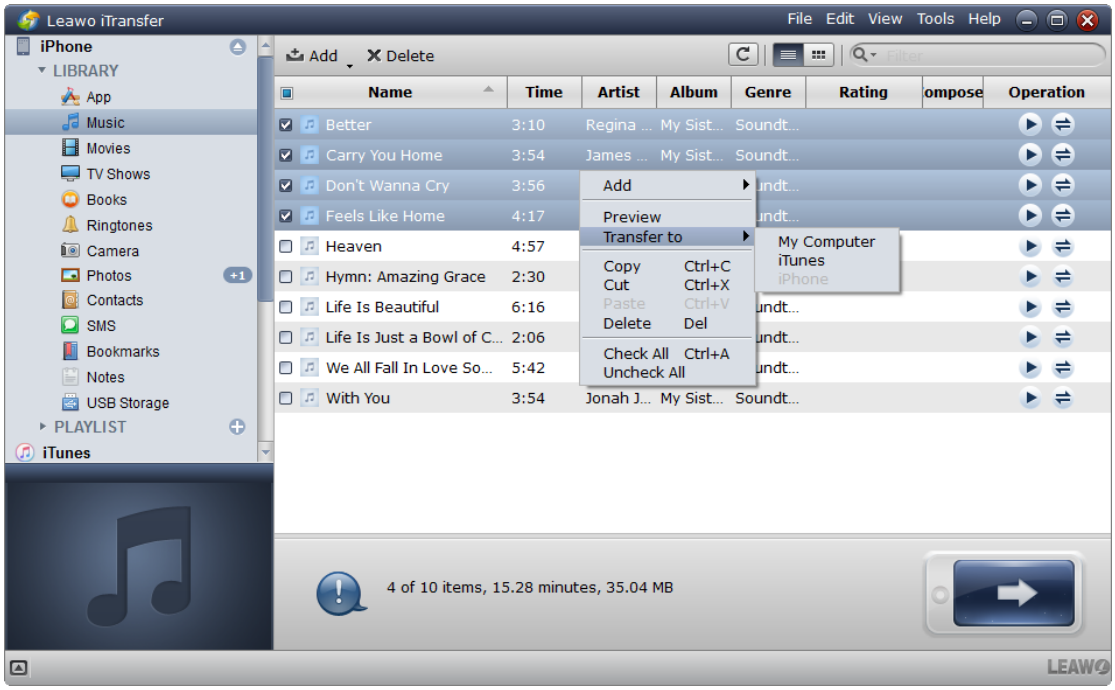
## 6.1. Step 1. Connect iPhone to computer and run the software

The software recognizes and detects iPhone. Click the name of iPhone and choose a library of iPhone in the left sidebar.



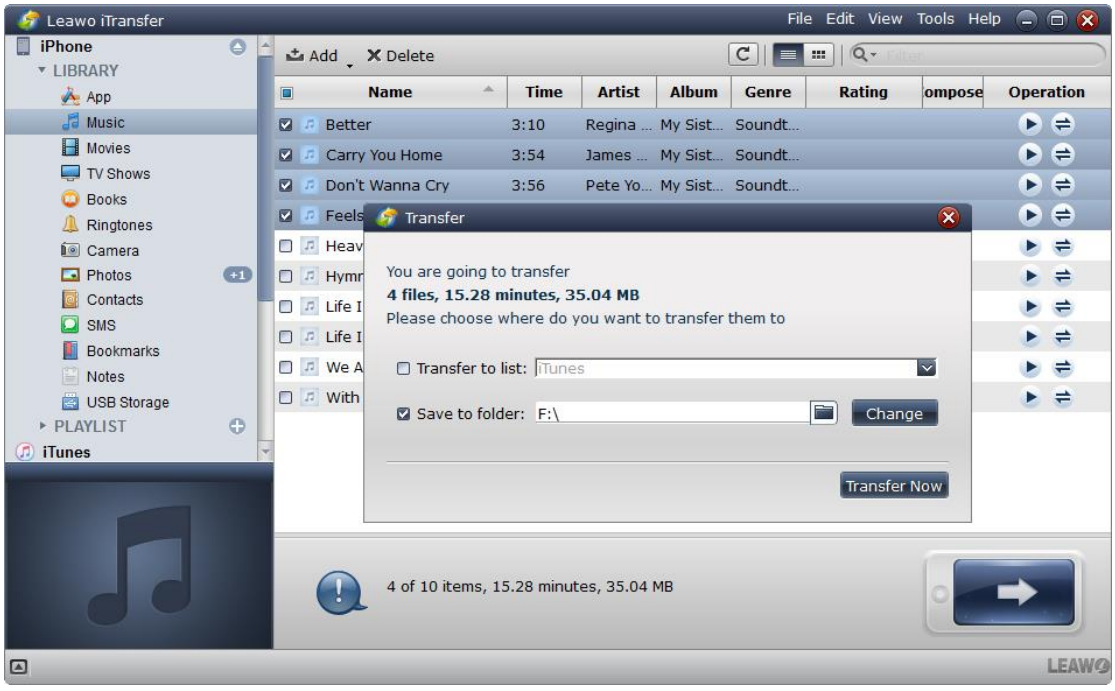

## 6.2. Step 2. Click the transfer button

Check the square checkbox beside Name to select all files, and click the transfer button at the right bottom. Or hold **Ctrl/Shift** key to select certain files, and right-click the selected files and choose **Transfer to > My Computer**.




## 6.3. Step 3. Choose Target Folder

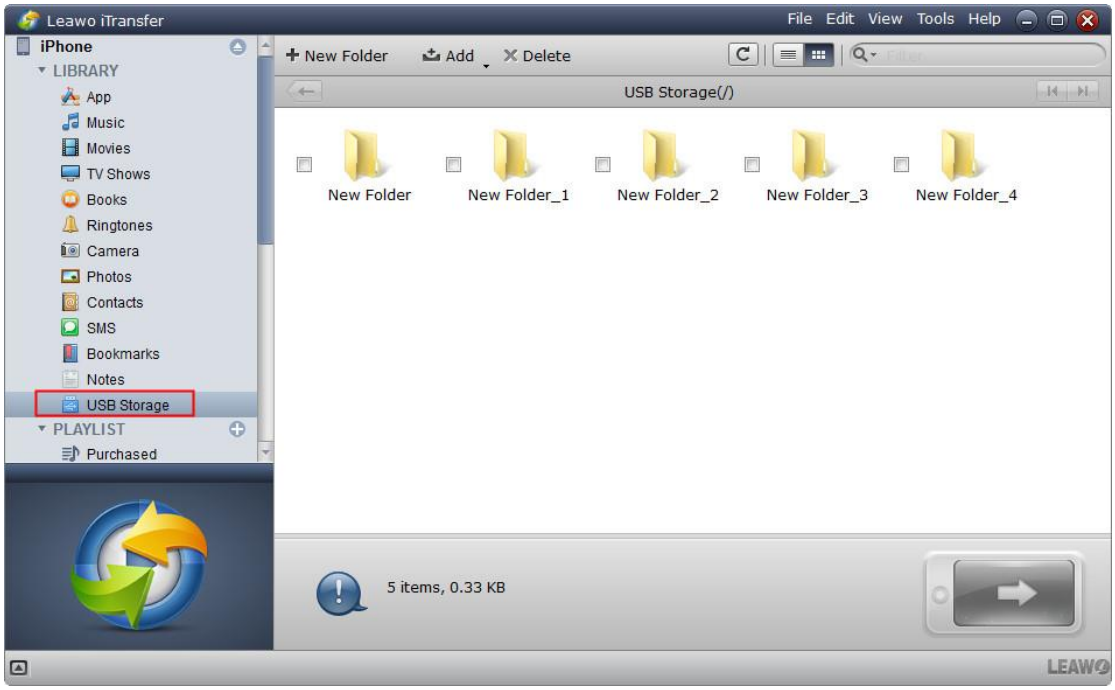
The dialog of transfer settings will pop up after the files are selected. Check **Save to Folder** and click **Change** to choose a target folder on your computer to save the files. Then click **Transfer Now** to start backing up iPhone files to computer.



# 7. How to Use iPhone as a Flash Drive

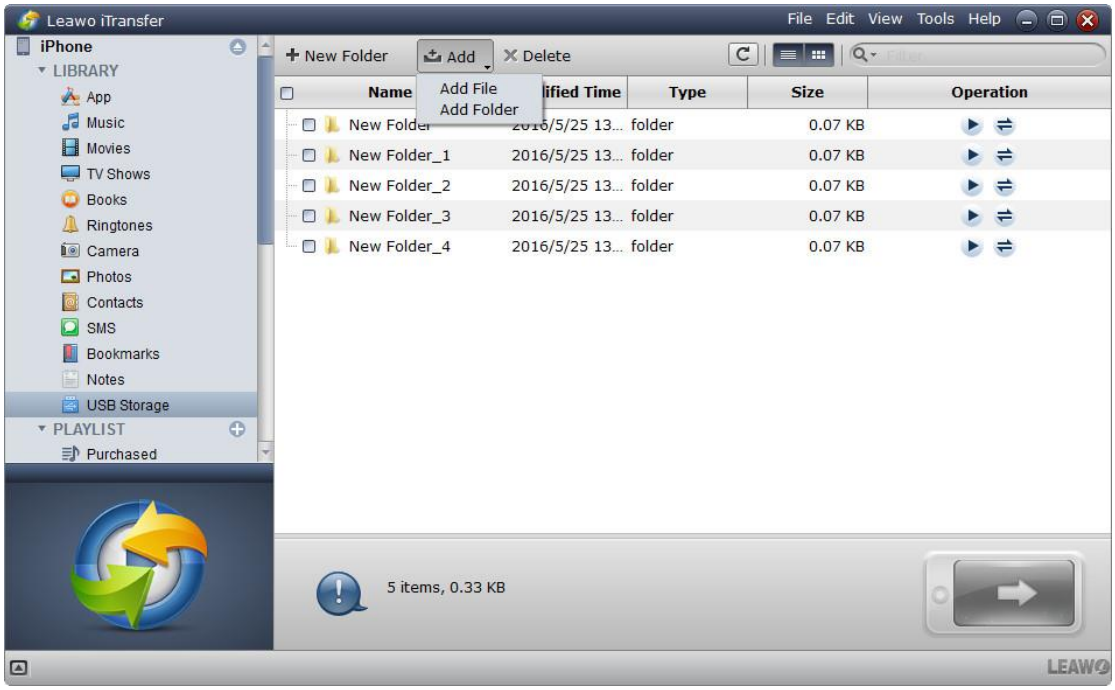
## 7.1. Step 1. Connect iPhone to computer

Run Leawo iTransfer and connect iPhone to computer with the USB cable. The software will recognize and detect your iPhone. Click the name of iPhone and find **USB Storage** in the left sidebar.




## 7.2. Step 2. Store files

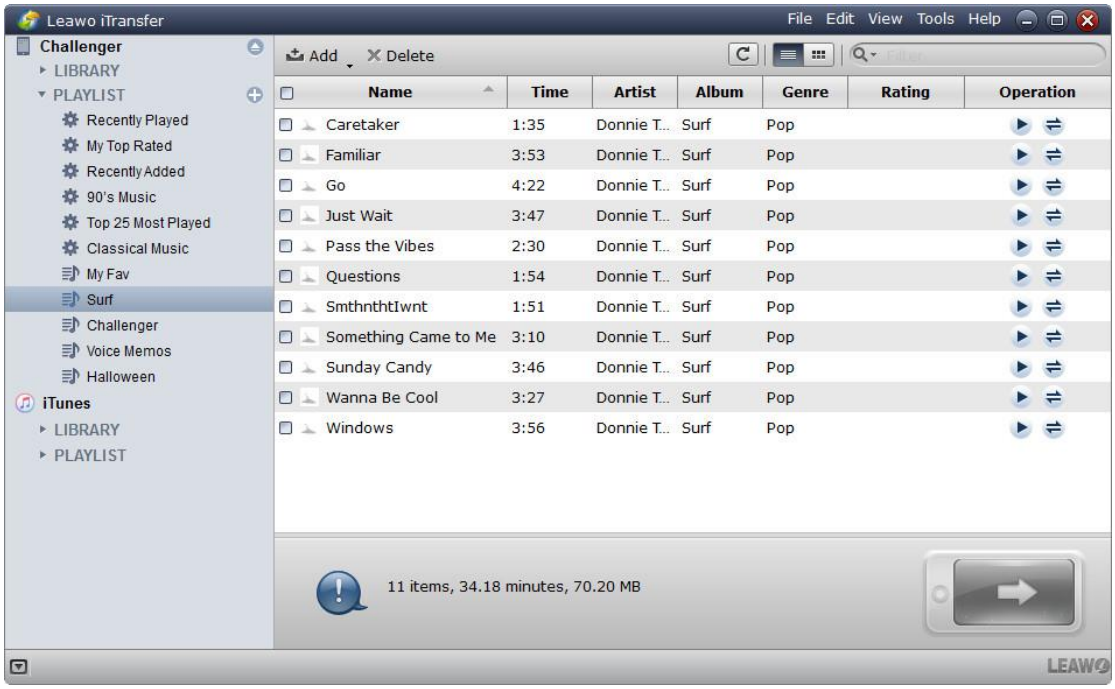
Click the **Add** button to add files from your computer. You can also create new folder by clicking the **New Folder** button. You are able to save any kinds of files in this library if you have enough storage space.




# 8. How to Manage Playlists of iPhone/iTunes

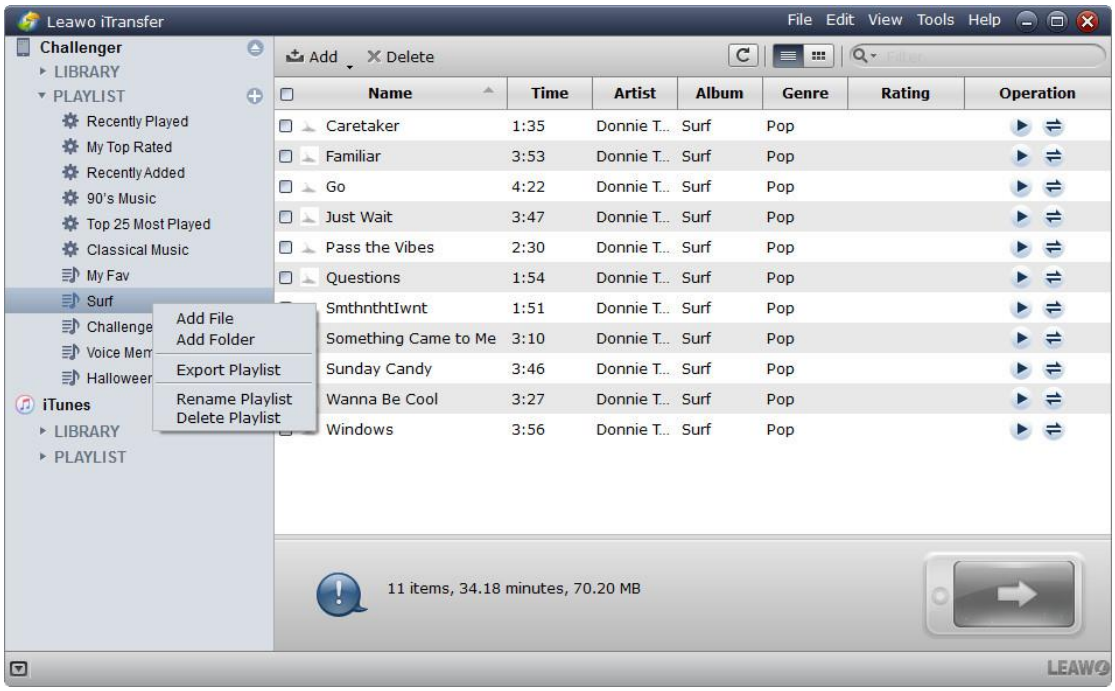
## 8.1. Step 1. Connect iPhone to Computer

Run Leawo iTransfer and connect iPhone to computer with the USB cable. The software will recognize and detect iPhone. Click the name of Playlist under your iPhone/iTunes, and select the playlist.



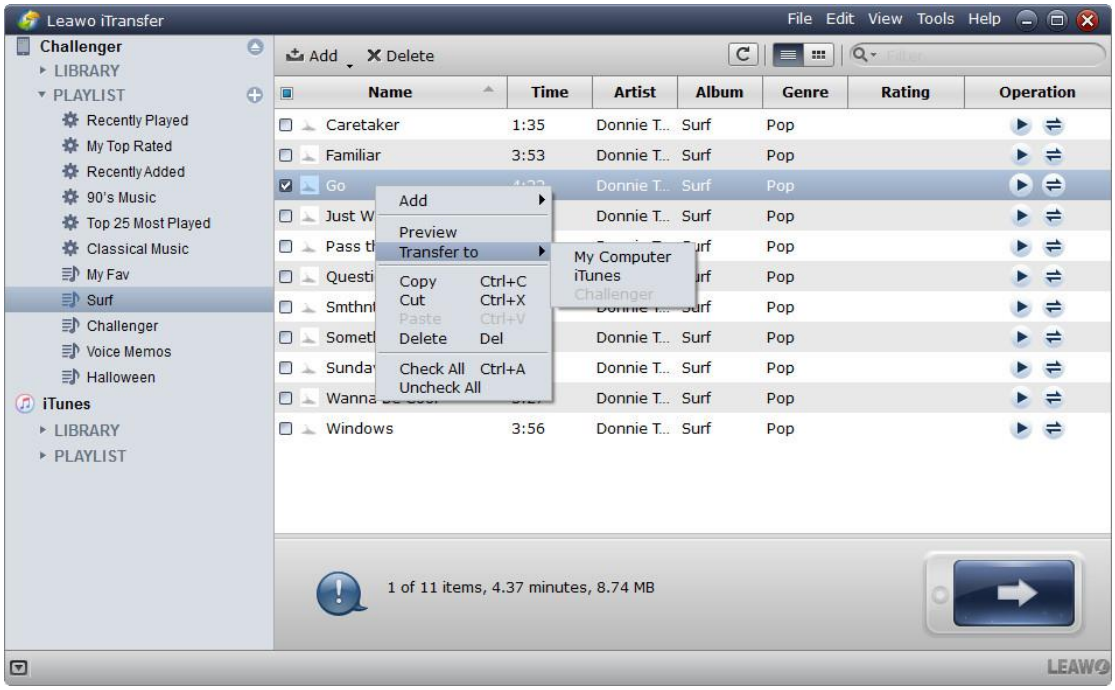
## 8.2. Step 2. Manage Playlist

Right-click the name of the playlist, and you'll find several options: Add File/Add Folder, Export Playlist, Rename/Delete Playlist. Select the playlist you want to manage and the songs will display in the right part. Click the **Add** button to add songs from computer to the playlist. Or select the songs and click the **Delete** button to delete songs from the playlist.




## 8.3. Step 3. Back up iPhone Playlist

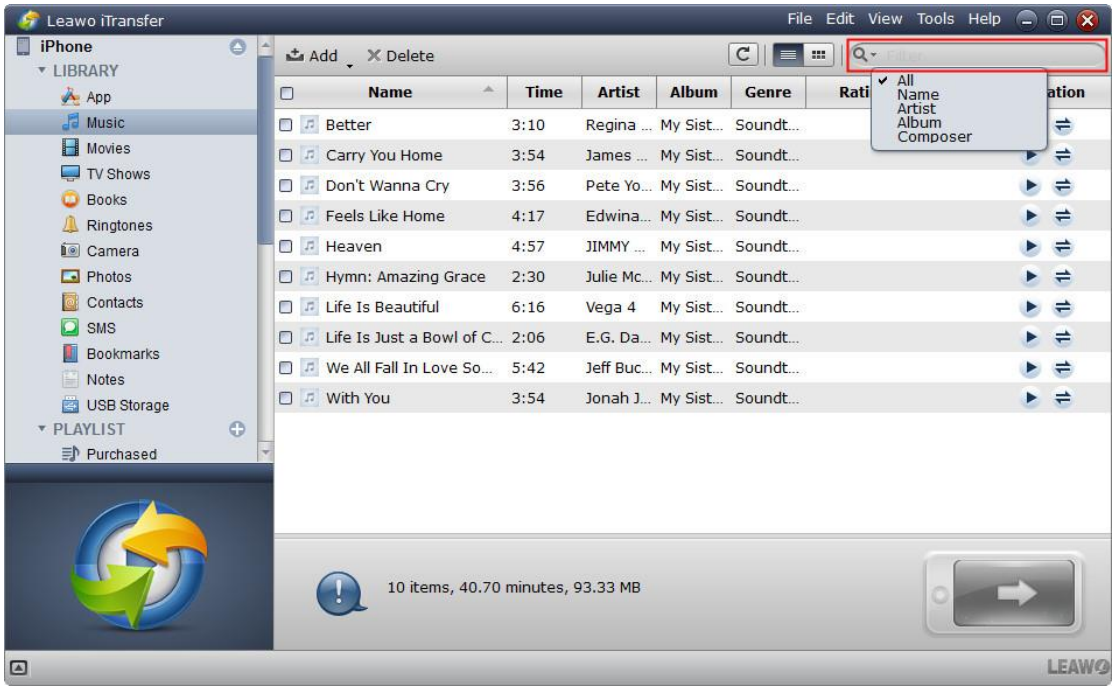
You can select the songs in the playlist and back them up to the computer. Click the transfer button at the right bottom and you'll see a pop-up dialog. Check Save to Folder and click Change to select a target folder on your computer. Then click **Transfer Now** to back up songs from the playlist to computer.




# Part 9. Other Options

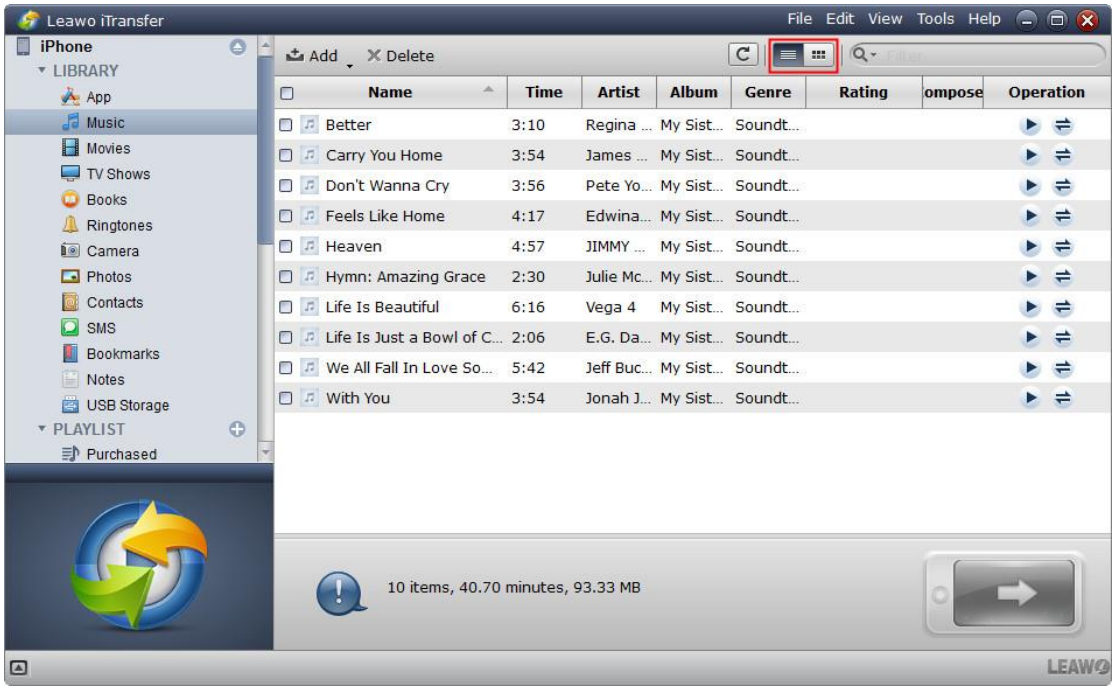
## 9.1. Smart Filter

Leawo iTransfer provides a smart filter function for users to locate the target file with ease. Users can type part or full name of the file, and the software will show the matches for you. You can also select specific genre to search by clicking the magnifier icon.



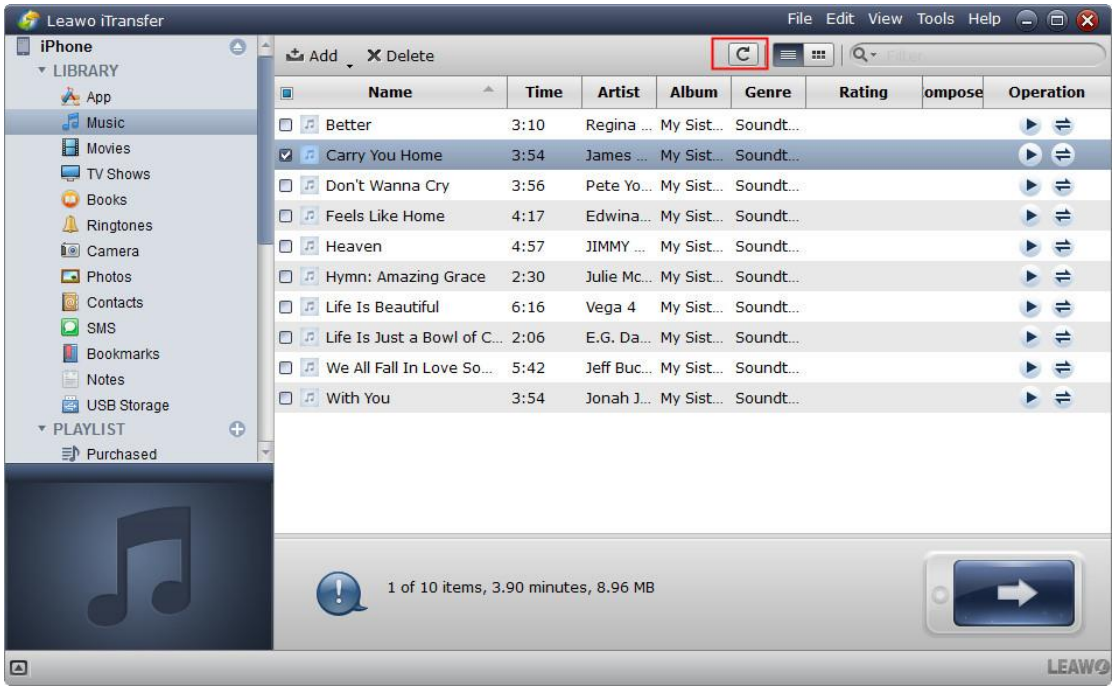
## 9.2. Show as Cover/Show as List

Users can take advantage of this option to change the display mode of the files. If you choose **Show as Cover** mode, your files will show up in thumbnails; if you choose **Show as List**, your files will show up in detailed information.



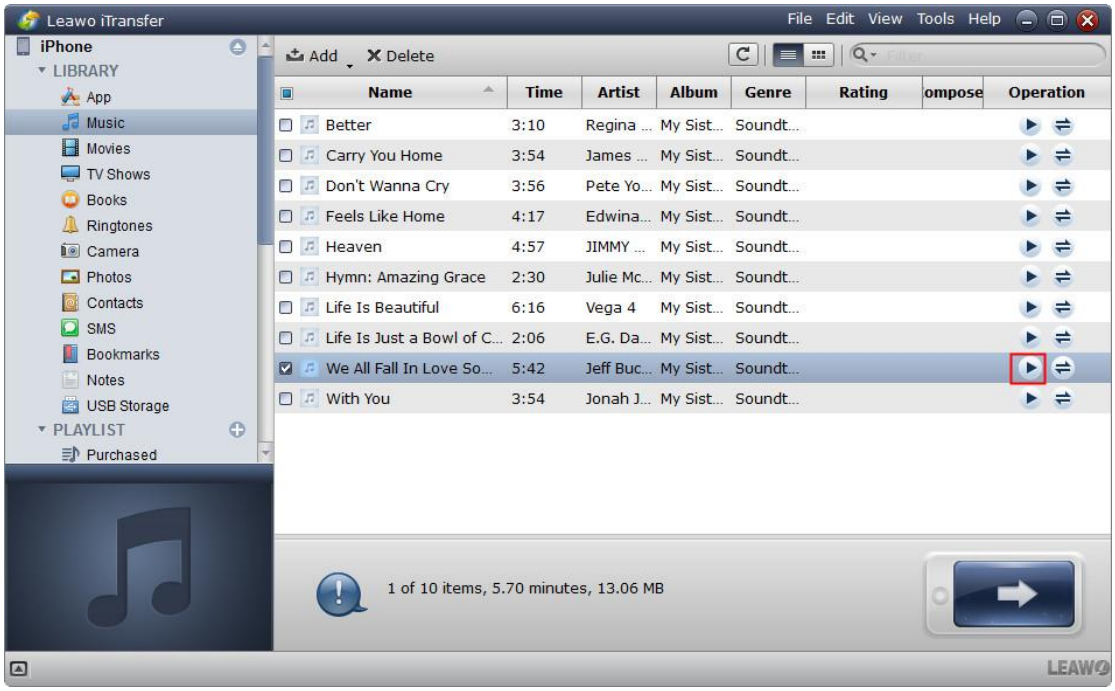

## 9.3. Refresh

Users can take advantage of this option to refresh a library of your iOS device. When the transfer finishes, but the files don't show up in your library, you can click the **Refresh** button to load the files.



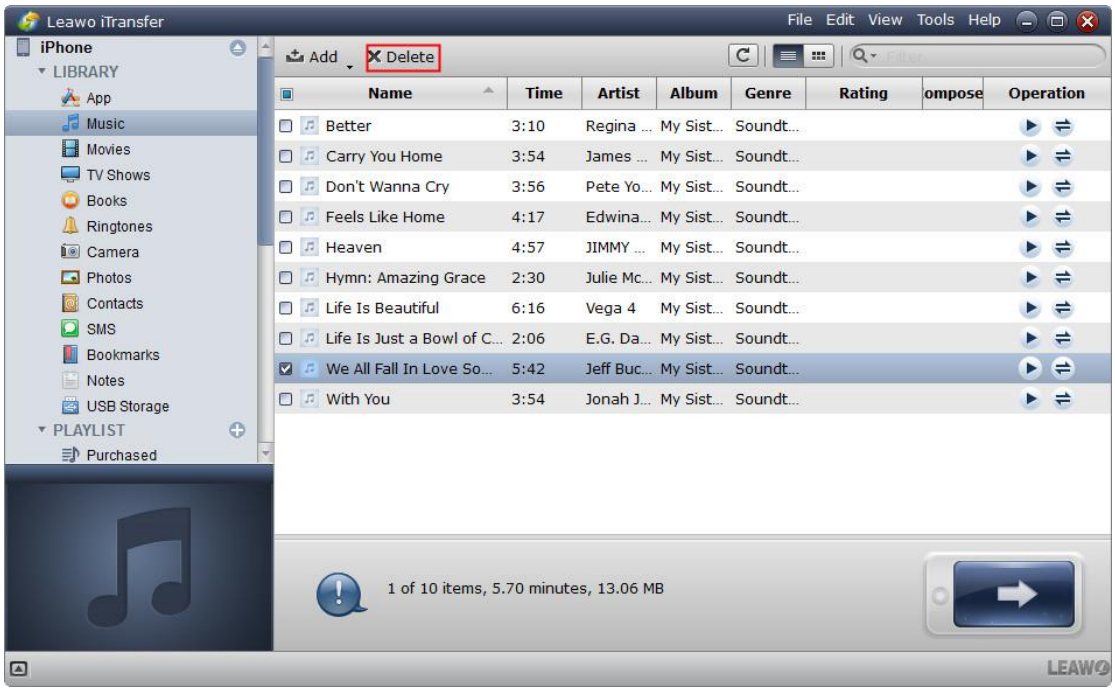

## 9.4. Preview

When you want to preview a media file, you can click the **Preview** button to preview it. If you are in Show as Cover mode, you need to move the mouse to the cover of the media file, and then click the **Preview** button. The preview window will show up at the left bottom.



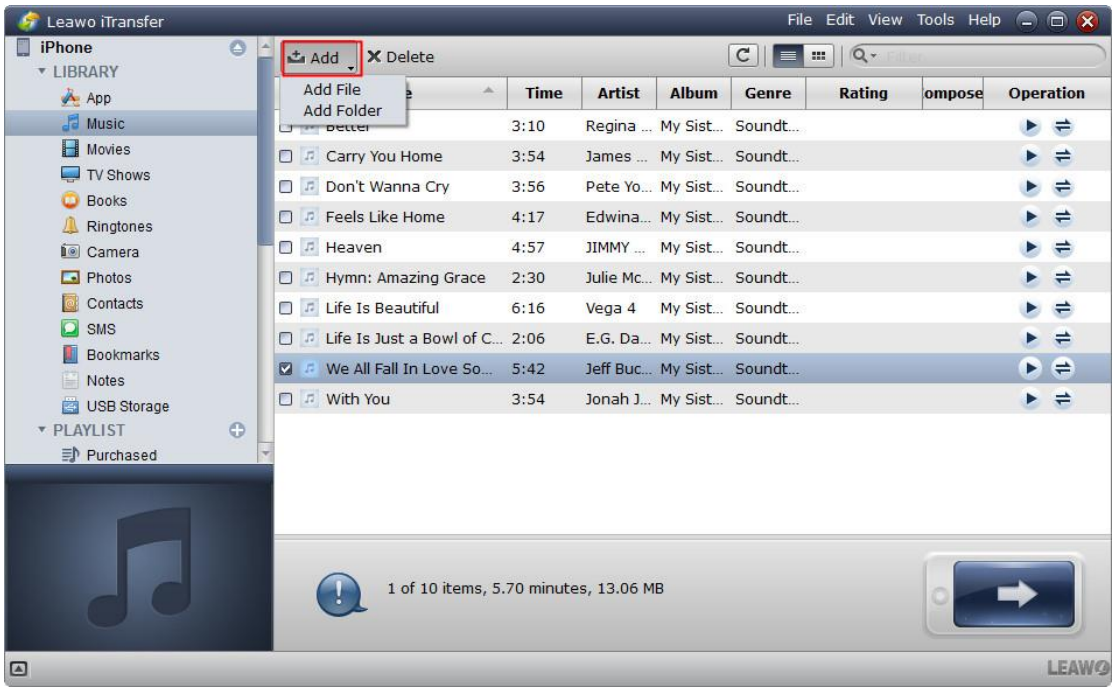
## 9.5. Delete

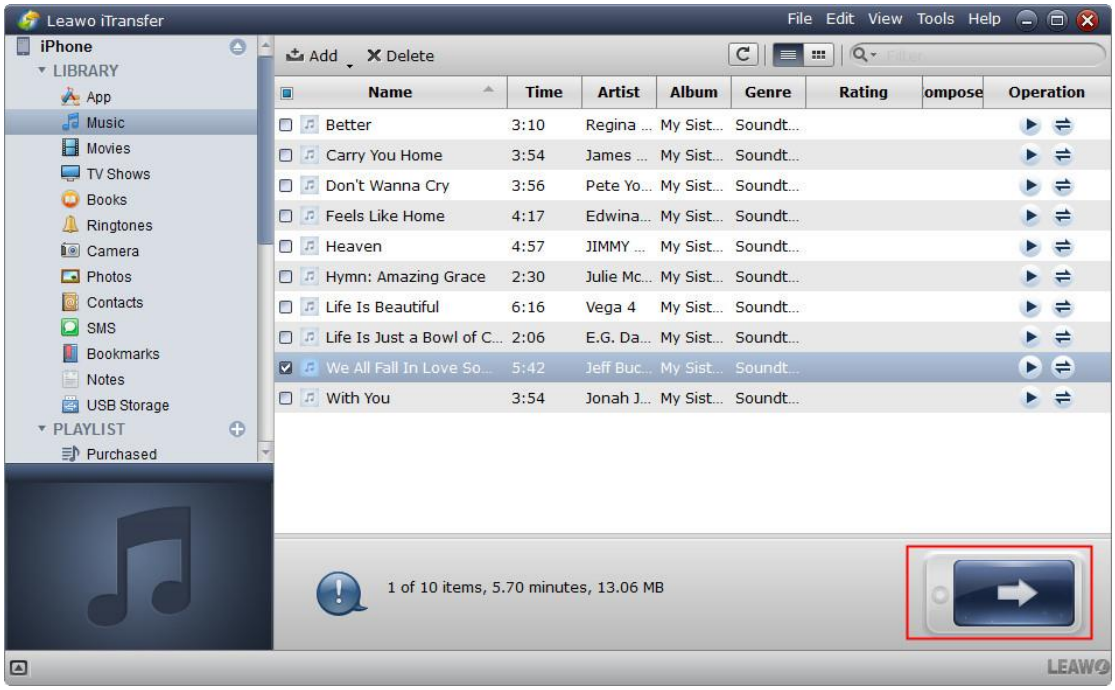
When you want to delete files from your iOS device, you can select the files and click the **Delete** button to delete the files on your device.




## 9.6. Add

After clicking the **Add** button, you'll see two options: Add File and Add Folder. You are able to add files or a folder from computer to your iOS device with ease.



## 9.7. Transfer

When users choose all files or selected files, they can click the Transfer button to transfer files. After clicking the Transfer button, users are allowed to change the target folder of the transferred files.