

Learn, Laugh, Live

What type of chronotypes are you, eg a 'Night Owl' or an 'Early Bird'?

The phone relies on both the caller and receiver being available at the same time and needs careful time considerations.

No matter what type of chronotype you are it is possible to switch off those annoying 'pings' that keep you awake at night or in the morning when you prefer some quiet time.

The following will hopefully provide you with step by step instructions on how to switch off those noises:

How to silence those annoying WhatsApp notifications on WhatsApp:

- 1 Start with **WhatsApp** open.

Note: the following buttons are found at the bottom of screens:

Show all



Close app

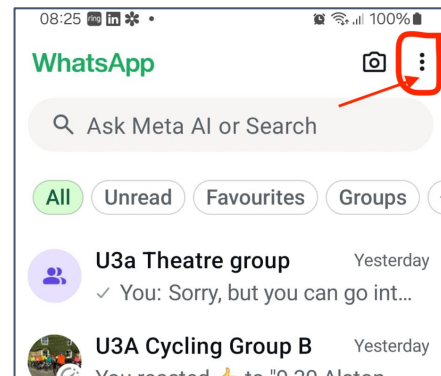


Go back



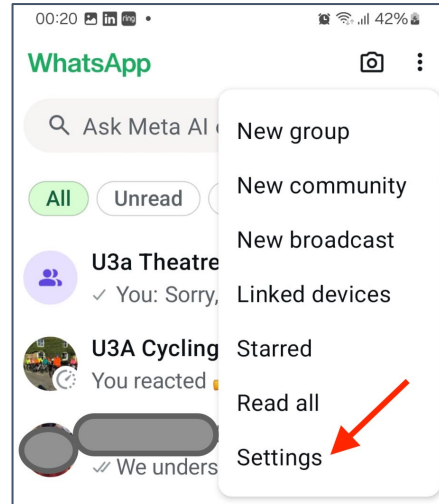
- 2 With your finger tap on the vertical **three dots** found at the top right, hand corner (illustrated opposite)

A drop down menu will appear as per instruction 3 below:

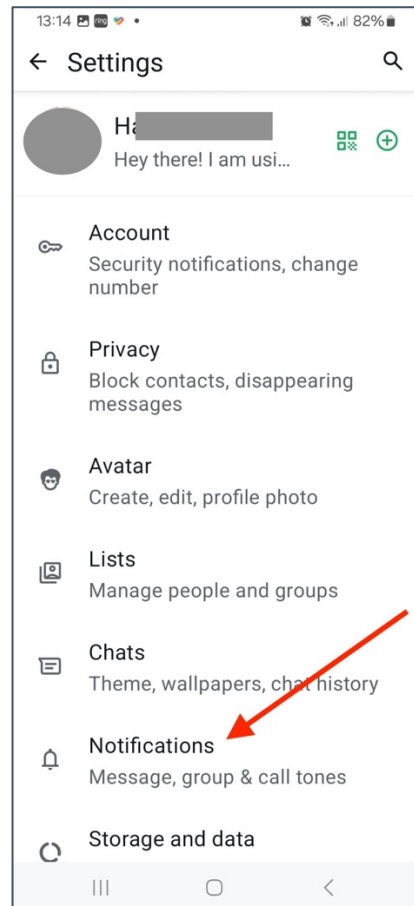


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3 From the drop down menu tap **Settings**



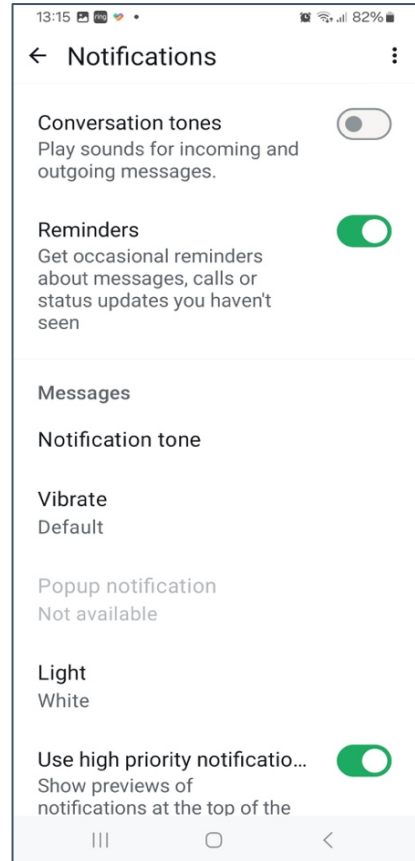
4 Scroll down the menu point and with our finger tap on **Notifications**



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- 5 Find and with your finger move/drag the **Conversation tones** radio button to off (in this example green is on, grey is off).

Note: change **Vibrate** and **Notification tones** from this menu too.



- 6 The image opposite displays one unread message which you can be picked up/read when convenient.

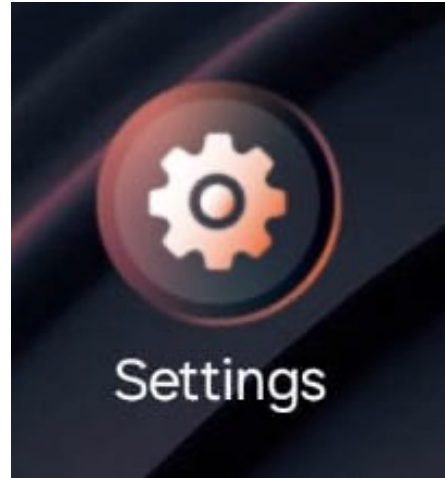


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How to add a Do Not Disturb or Set a Timer to put your phone to sleep:

- 7 Tap on **Settings** on the phone display

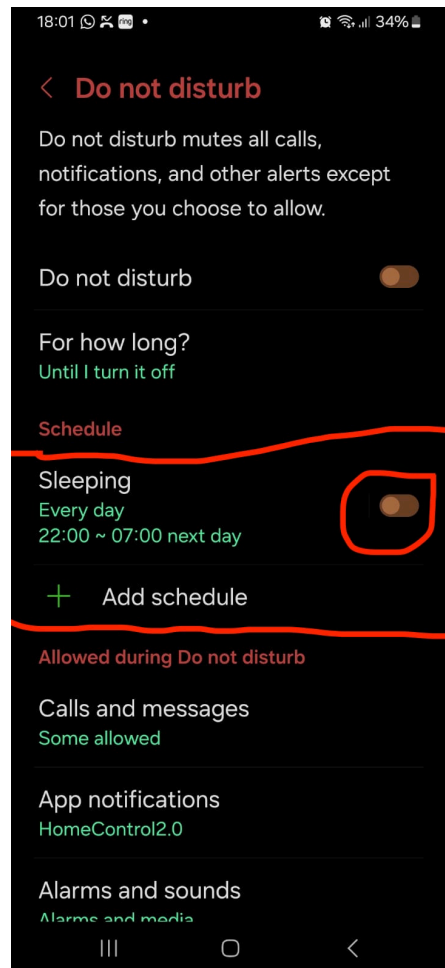
(**Note:** there may be subtle differences with each phone)



- 8a Select **Sleeping**

Place your finger on and drag the selector across to the right, until the button displays green/On.

Either accept the times displayed or change to your own preferred times.



Or:

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8b How to Silence all apps by switching on Flight Mode:

This mode usually allows calls to emergency services.

Find and click on **Settings**

Select **Flight Mode**

