Prep Bluetooth Speaker for next week

Overview:

1. Charge the speaker
2. Pair it with your phone or computer
3. Be able to play music from your phone or computer.

Specific Details:

Charge - use the cable in the case with it, plug it into a USB port, and give it a full charge (the red LED goes out when fully charged.)

Pair with Device - this usually involves turning the speaker on and putting it in "pairing" mode, then telling your device to look for it. Directions are on the following pages for iPhone, Android Phone, Windows 10 computer, and Mac computer.

Be able to play something on your device. Either a YouTube video (any of the ones on this page: https://bit.ly/4-27-2022) OR download a music file from: https://bit.ly/4-27-2022-mp3 and be able to play it from some app on your phone or computer.

How to Connect a Bluetooth Speaker to an iPhone

The process of pairing a Bluetooth speaker with an iPhone only needs to happen once. Once a Bluetooth speaker is successfully paired to an iPhone, it should automatically connect each time it's powered on.

1. Place the speaker into pairing mode. Turn speaker on (hold button for 3 seconds until blue light flashes.)
2. On the iPhone, open the **Settings** app.
3. Select **Bluetooth**.
4. Ensure Bluetooth functionality is switched on. If the Bluetooth toggle switch is green, Bluetooth is enabled, and nothing needs to be changed. If not, select the toggle to turn on Bluetooth.
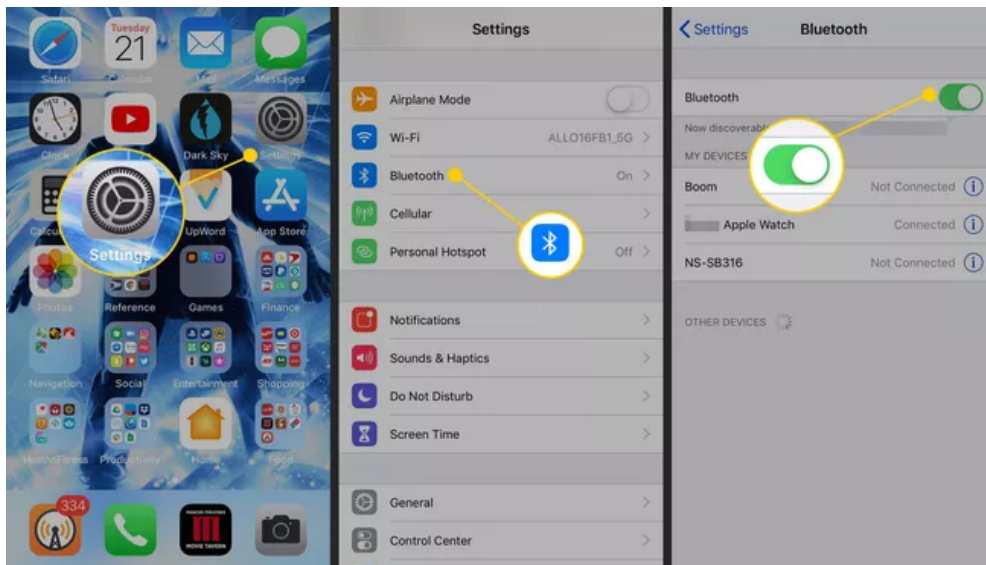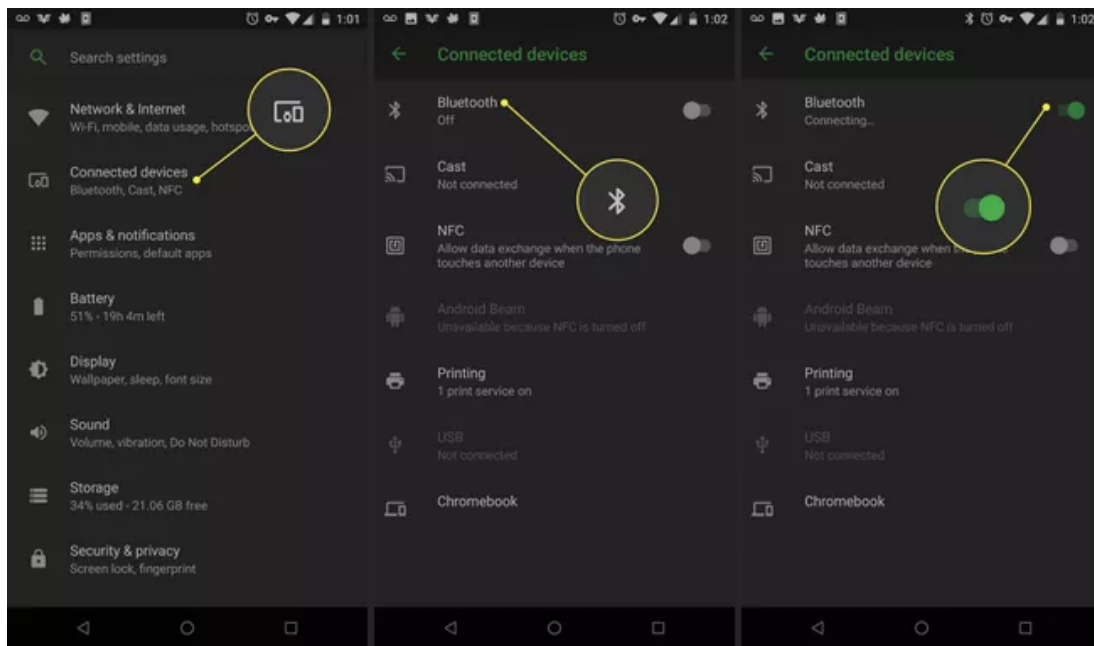

5. Scroll down to Other Devices and look for **BTS0011** on the list. Be patient, as it may take a moment to show up.
6. When **BTS0011** r appears, select it to connect. It takes a few seconds for the two devices to pair. When done, the status updates to Connected on the screen.

How to Connect a Bluetooth Speaker to an Android Phone

As with an iPhone, the process of connecting a Bluetooth speaker to an Android device only needs to happen one time. Once a Bluetooth speaker is successfully paired to your device, it should automatically connect each time it is powered on.

1. Place the speaker into pairing mode. Turn speaker on (hold button for 3 seconds until blue light flashes.)
2. Open the **Settings** app on your phone.
3. Navigate to **Connected devices**, and turn on the **Bluetooth** toggle switch, if it's not enabled.


4. Select **Bluetooth** to view the options.
5. Select **Pair new device** to place the Bluetooth device in pairing mode.
6. Look for **BTS0011** on the list. Be patient as it may take a moment to show up.
7. Select **BTS0011** connect to it. It takes a few seconds for the devices to pair. When done, the screen shows that the speaker is connected.
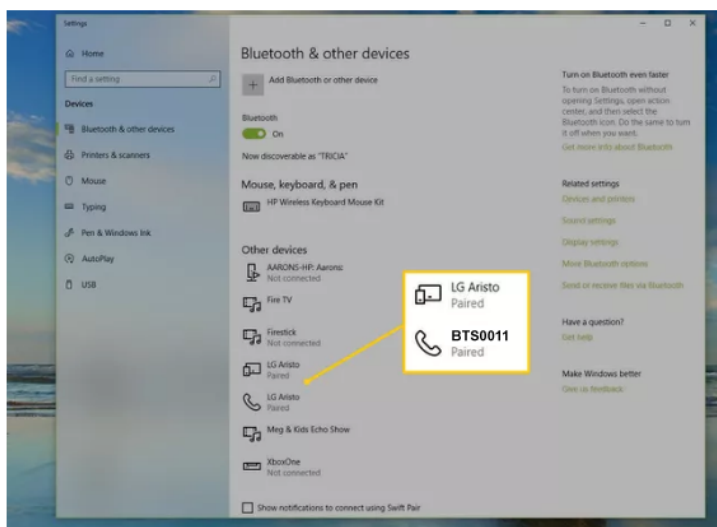
How to Connect a Bluetooth Laptop to Other Devices

To pair to a Windows laptop or desktop, make sure Bluetooth is enabled by either right-clicking the **Bluetooth** icon in the **Notifications** area or going to **Control Panel** > **Hardware and Sound** > **Devices and Printers**. Select the device in the list and select Connect.

1. Place the speaker into pairing mode. Turn speaker on (hold button for 3 seconds until blue light flashes.)
2. On the computer, access the Bluetooth settings and choose to make a new connection or set up a new device. For example, on Windows, either right-click the Bluetooth icon in the notification area or go to the **Control Panel** to find the **Hardware and Sound** > **Devices and Printers** page.
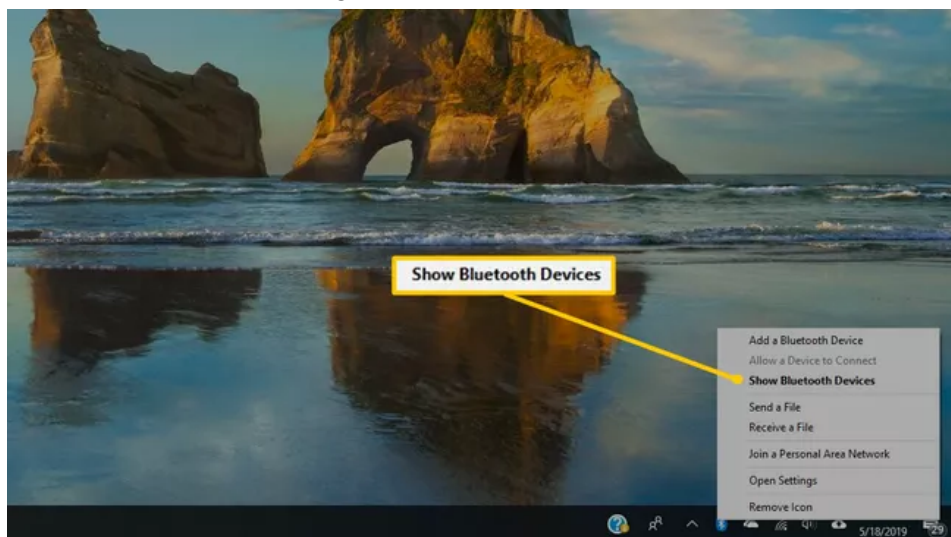
3. When the device appears in the list of Bluetooth and other devices, select it to connect (pair) it to the laptop.

How to Connect a Mac to Other Devices

Place the speaker into pairing mode. Turn speaker on (hold button for 3 seconds until blue light flashes.)

Enable your Mac's Bluetooth function.

1. Go to the Apple menu.
2. Select System Preferences.
3. Click on Bluetooth to show status.
4. Turn it on.

Once the Bluetooth is turned on, you should see **BTS0011** in the list of available hardware on your Mac.

Click on the **Pair** button beside **BTS0011** and you should be all set.