TAKE CONTROL OF YOUR APPLE ID

by GLENN FLEISHMAN

$9.99
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Welcome to *Take Control of Your Apple ID, Third Edition*, version 3.2.1, published in July 2022 by alt concepts. This book was written by Glenn Fleishman and edited by Joe Kissell.

This book offers all the information you need to manage your Apple ID, from setting up two-factor authentication to using it with Apple’s various services and stores, including troubleshooting access to your account if (or, perhaps, *when*) something goes wrong.

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What’s New in Version 3.2.1

This update contains minor fixes, including correcting typos.

What Was New in Version 3.2

This version overhauled and expanded the section on Digital Legacy to account for updates made in macOS 12.1 Monterey and documentation Apple posted after the previous edition of this book appeared. See Leave Permission with a Digital Legacy.

This update contained minor typo fixes. I also reworked and expanded slightly a warning about maintaining a backup of the Apple ID recovery key, for those who use that feature, in response to a reader question; see Have a Worst-Case Plan to Recover Your Recovery Key.

What Was New in Versions 3.1 & 3.1.1

This update reflects changes to the Apple ID website that Apple made in October 2021, providing a long overdue refresh to an old design and interface. Changes related to the Apple ID website refresh appear throughout the book wherever I mention the site.

It’s also revised for the December 2021 release of iOS 15.2/iPadOS 15.2. In this upgrade:

- Apple elevated Hide My Email to appear within the Mail app starting in iOS 15.2/iPadOS 15.2. I’ve updated Where Hide My Email Fits In with Sign in with Apple to note this.

- A Digital Legacy option lets people authorize other people while they are alive so they can obtain their iCloud.com-accessible data after their passing. It’s first active in iOS 15.2/iPadOS 15.2, and expected in macOS 12.1 Monterey. The section Leave Permission with a Digital Legacy walks through how to use this feature.

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This version also elaborates on how to change the Apple ID account used for purchases that’s associated with a Family Sharing account’s organizer. See Check for iCloud and Purchases Accounts.

This version also fixes a few typos and has other minor changes.

# What Was New in the Third Edition

This version brought the book up to date to reflect changes across Apple’s ecosystem:

- **iOS 15, iPadOS 15, and macOS 12 Monterey**: Apple released updates to iOS and iPadOS in September 2021 followed by macOS, 12 Monterey in October. This book reflects changes introduced in the release versions of iOS 15, iPadOS 15, and Monterey that relate to the use of Apple ID. Updates appear throughout the book.

  **Note**: While this book will be useful to those with any release of iOS, iPadOS, macOS, or Windows from the last several years, examples and details are focused on iOS 13 and later, iPadOS 13 and later, macOS 10.15 Catalina and later, and Windows 10 and 11.

- **iCloud+**: Apple’s iCloud storage and related services are now split by tier: iCloud remains free and includes 5 GB of storage and little else; iCloud+ is the new name for all the paid tiers, which now offer more extras than before, like iCloud Private Relay and additional home security camera storage. This is largely covered in Subscribe to Services and Share with Your Family.

- **Apple ID Recovery Key**: Apple has now provided enough information about the Recovery Key option they added to Apple ID accounts in September 2020 for me to document it properly. I now cover this in Pick a Recovery Pathway for 2FA as the tradeoff between using Apple’s standard account recovery process, which involves people and details you provide to Apple to validate (see Use Apple’s Account Recovery Process) and relying on a recovery key (see Recover Access with a Recovery Key).

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• **New Account Recovery chapter:** With the addition of two more recovery options, I have moved Pick a Recovery Pathway for 2FA into a fresh Recover Your Account chapter. In addition to the two personal recovery options above, Apple now offers:

  ‣ **iCloud Data Recovery Service:** You can add one to five recovery contacts, trusted people who can help you regain access to your iCloud data in the event of a problem logging in. See Recover iCloud Data with a Trusted Contact.

  ‣ **Digital Legacy:** Apple now lets you plan for handing over some of your data stored in iCloud after your demise. The Digital Legacy feature allows appointing Legacy Contacts. This feature is imminent as of early October 2021, and I document what’s currently known in Leave Permission with a Digital Legacy.

• **Hide My Email:** Apple reorganized Sign in with Apple to fall under the umbrella of a new feature name: Hide My Email. In addition to Sign in with Apple, which is free for all Apple ID users, subscribers to iCloud+ have the additional option of creating anonymized relay address on demand. See Where Hide My Email Fits In with Sign in with Apple.
Your Apple ID is the center of your identity when it comes to managing Apple accounts and gear. It’s your iCloud login. It lets you prove you own hardware devices. It’s associated with purchases and subscriptions you make at Apple’s various stores. It’s a way to group your family’s accounts and Apple financial transactions. It can also be used to lock a stolen or lost iPhone, iPad, or Mac, protecting your data and turning the device into little more than an expensive doorstop.

But Apple’s security for this important ID is so robust that it can sometimes trip you up. You may run into trouble if you forget a password or your password seemingly stops working; when you lose trusted devices or phone numbers; when a credit-card number expires or a card number is stolen and deactivated; when you can no longer receive email at the main address registered to your Apple ID; or when you move or travel from one country to another.

Additionally, Apple engages in strong automated account security monitoring that alerts it when people try to access your account without proper credentials, like your password. That means that even if you never have a problem entering a password yourself, someone else trying to hijack your account could lock you out.

Unfortunately, when something goes wrong with an Apple ID, you’re often left to flounder. Apple’s online and phone support may provide conflicting or incorrect information, or you may be told there is nothing they can do to help. That’s where this book comes in.

This book covers how to manage an Apple ID on the Apple ID website, and in iOS, iPadOS, macOS, Windows (iCloud and iTunes), and Android (Apple Music). I’ll help you navigate account security, especially working with two-factor authentication. I’ll explain how to manage multiple Apple IDs (and why you might intentionally set more than one up), family sharing, and subscriptions. And you’ll learn a lot about getting out of trouble if any of that lengthy list of issues above ever happens to you.
Apple ID Quick Start

Because an Apple ID gets used in so many different ways, you likely want to jump to specific chapters that address your immediate needs, and then read background information as appropriate.

**Learn the basics:**
- You can manage and modify your Apple ID settings from a number of places. Learn Where to Log In with Your Apple ID.
- From iTunes to iCloud, your Apple ID is the key. Explore the many ways Apple uses it in Understand Your Apple ID.
- Opt to use “Sign in with Apple” and random email addresses to preserve privacy in Sign In with Your Apple ID.
- Learn to use Family Sharing, an option to share purchases, storage, and subscriptions across family members, in Share with Your Family.
- Apple’s subscriptions have multiplied, and understanding your options can help you when you Subscribe to Services.

**Take action to keep control of your account:**
- Take a few precautions up front to Prevent Apple ID Problems.
- Make your account more secure by requiring a token to complete the Apple ID login process. Read Use Two-Factor Authentication.
- You might want to Pick a Recovery Pathway for 2FA both to block unwanted attempts at changing your account password.

**Work with multiple Apple IDs:**
- Many of us wound up with two (or more Apple IDs). I cover how to deal with that in Manage Multiple Apple IDs.
- If you’re ready to stop sharing an Apple ID or need to create a new one, I walk you through the steps in Split or Migrate Apple IDs.
- Spend a lot of time abroad? Discover winning strategies for when you need to Work with Apple ID Across Countries.

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Solve problems:
• It can be particularly unnerving when hackers attack. I talk you through how to Cope with a Hack of Your Apple ID Account.
• From resetting your password to updating a credit card, learn how to Solve Common Problems.
Where to Log In with Your Apple ID

You can manage and modify your Apple ID settings, such as passwords and associated personal information, from a number of places. I’ll refer to these throughout the book, but here’s a summary:

- **The Apple ID website:** Some Apple ID settings can only be dealt with at appleid.apple.com, like generating app-specific passwords with two-factor authentication, while most account details can be changed either at the site or in iOS, iPadOS, or macOS (Figure 1).

![One account for everything Apple.]

*Figure 1:* Use the Apple ID website for many account-related modifications and updates.

**Note:** This site might look different to you than expected. Apple updated it in October 2021 after several years of stagnation.
• **Apple’s iForgot website:** Visit [iforgot.apple.com](http://iforgot.apple.com) when you need to reset a password or recover other lost account details.

• **Account settings in iOS or iPadOS:** Open Settings, tap your account name, and tap Password & Security for authentication-related stuff. The iCloud and iTunes & App Store sections control which account is registered for those purposes. You can also change which Apple ID you use for a particular service by going to, for example, Settings > Messages > Send & Receive or Settings > FaceTime.

• **Apple ID preference pane in macOS:** Manage all iCloud settings for an associated Apple ID by going to System Preferences > Apple ID.

• **Apps in macOS:** The Music, Podcasts, and TV apps each manage Apple ID info in Account > View My Account.

• **iCloud app in Windows:** Windows users will find everything related to iCloud in this app.

• **iTunes in Windows:** Manage which Apple ID you use in the iTunes Store to purchase and download media by going to Account > View My Account.

• **Books in iOS, iPadOS, and macOS:** The Apple Books Store has its own Apple ID login. Find it in iOS or iPadOS in the Reading Now tab by tapping the account icon at the upper-right corner, and in macOS in the Books app by selecting Store > View My Apple ID.

• **App Store in macOS:** The Mac App Store also manages its own Apple ID login at Store > Sign In and Store > View My Account.

• **Apple Music:** The Apple Music app in iOS, iPadOS, and Android and Apple Music within Music for macOS and iTunes for Windows all rely on an Apple ID.

• **Find My in iOS, iPadOS, and macOS:** This app can help you find a lost or stolen device as well as recover a lost account password. I discuss how in Reset a Password-Only Account’s Password.
Understand Your Apple ID

Your Apple ID acts as a sort of informational and financial clearing-house for all the ways in which you interact with Apple’s hardware, apps, and services. As a result, it sometimes feels like 20 pounds of flour crammed into a 5-pound sack.

Fundamentally, Apple IDs are usernames with passwords attached, but because they’re used in so many different ways, they’ve accrued a lot of disparate data and responsibilities. You see this as a user in the Apple ecosystem. You have to enter your Apple ID and password over and over (and over) again, because Apple oddly doesn’t let you establish and manage your Apple ID identity in one place and then apply it across all its services and apps, especially in macOS. Every service seems to have its own login dialog and procedure.

In this chapter, I introduce how the Apple ID evolved, what the credentials are used for, and all the many places in which you might be called upon to enter one.

What’s an Apple ID?

An Apple ID account always comprises two parts: a username that’s in the form of an email address, which is also the primary way for Apple to reach you; and something that authenticates you—a way to prove you’re the valid holder of the account.

While an Apple ID can have multiple email addresses associated with it, for backup communications and rescue purposes, it only has a single password associated with it.

Depending on the way your account is set up, authentication may be through a password or a password plus a login token. I explain how login tokens work in Use Two-Factor Authentication.
From a Murky Past, Apple ID Emerged

Long-time Mac users will remember that Apple started offering cloud-based services many years ago, before the term cloud began to mean “a bunch of servers that appear like one entity and I don’t know where any of the hardware is.”

Apple started its internet-based offerings under the name iTools in 2000, not long after Steve Jobs resumed control of his company (Figure 2). It included some online storage and let you host a website.

Figure 2: The original Apple cloud service: iTools.

iTools also let users claim a unique account name—one that for many of us persists as at least one of our Apple IDs! A friend registered my
Prevent Apple ID Problems

It’s likely you acquired this book to solve problems, but I want to start off by telling you how to prevent common ones. These issues mostly affect account access when you lose a device, forget or lose a password, experience a hacking attempt that leads Apple to lock your account, or otherwise need to regain access.

Tip: These options vary by how your Apple ID is protected: with a password or two-factor authentication (2FA). I mark in parenthesis (password) or (2FA) to mark features specific to those types. For more information about 2FA, read Use Two-Factor Authentication.

Make Sure You Can Self-Recover

Apple offers a fairly large number of methods that let you regain access to your account without having to convince someone at Apple that you’re the legitimate owner of your Apple ID account. You can ease self-recovery by ensuring your account has extra recovery information in it before something goes wrong, like you losing a device, losing access to a phone number, or having to reset a password.

Here are several simple actions you can take:

- **Add rescue email addresses (password):** These addresses provide an alternative if you can’t receive email at your main Apple ID address. Add addresses to your password-only account on the Apple ID site (Figure 10); see this Apple support page for more details. (The site shown in the figure has been updated since the screen capture below, but I have no active password-only Apple ID accounts to grab a new one!)
Figure 10: Use the Apple ID site to manage rescue addresses for accounts protected only by your password.

- **Include “reachable at” addresses (2FA):** Apple lets you list other addresses that you’re “reachable at,” but these are only used by Apple in assisted account recovery, not in normal efforts to regain access. (Add these addresses via the Apple ID website, iOS, iPadOS, or macOS.)

- **Add trusted phone numbers (2FA):** With two-factor authentication accounts, you can receive a verification token on an iOS, iPadOS, or macOS device associated with the same Apple ID, or via a phone number as a text message or automated voice message. It may be difficult to add trusted devices, because they can only be associated with a single account. Trusted phone numbers, however, can be reused across Apple ID accounts. You could employ a VoIP number, like Google Voice, or that of your partner, spouse, sibling, or other trusted person as a backup. (Add numbers using the Apple ID site or in iCloud settings in iOS, iPadOS, and macOS. See Work with 2FA.)

- **Make sure you have your Recovery Key (2FA):** If you enabled the Apple ID Recovery Key feature, you received a long alphanumeric code when you opted in. They key is used to restore access to your Apple ID in certain limited but critical circumstances. If you can’t immediately find your key, you can regenerate it. Do that now via instructions at Pick a Recovery Pathway for 2FA.
Use Two-Factor Authentication

If someone acquires the password to your Apple ID account, it can be game over. With a password in hand, a malicious party can log in to see your contacts and calendar entries, read your email and send email as if it came from you, access private photos (yes, people have stolen and distributed nude pictures), lock you out of your devices, and make purchases that they can download.

If you use your iCloud email as a login or a backup email for other services, the password lets an attacker reset your accounts elsewhere because they can receive password-reset emails.

But what if there were a way to keep your password from being the key to the castle? There is! It’s called two-factor authentication (2FA). In this chapter, I’ll convince you to use it.

Note: I’ll generally use 2FA as an abbreviation for this approach, because it gets tedious to read two-factor authentication over and over again!

How 2FA Works

In the security world, something that proves your identity is called a factor. We typically sort factors into three kinds of elements: something you know, something you have, and something you are:

- **Know**: A password, PIN, or other piece of knowledge you possess.
- **Have**: A device like an iPhone, iPad, or Mac; an authentication app installed on a smartphone, tablet, or computer (Figure 12); or a USB key that generates codes. This factor is something you physically possess or to which you have access.

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Figure 12: An authentication app, like Authy (seen here), generates tokens needed for secure login.

- **Are:** Your fingerprint, retina, handprint, and other biometric markers that are unique and are part of you. (These can be spoofed in some cases, but not casually.)

With 2FA, you combine two factors—typically a password plus a confirmation step that requires possession of a device. That confirmation step for the Apple ID ecosystem and nearly all websites and apps is a six-digit code. It might be sent by text, generated by an app, or offered on the QuickType bar in iOS 15/iPadOS 15 or AutoFill in Safari 15 for macOS.

**Note:** Apple added support for what it calls verification codes in iOS 15/iPadOS 15 and in macOS via Safari 15. These are managed in individual password entries: in iOS/iPadOS, go to Settings > Passwords; in Safari 15, go to Safari > Preferences > Passwords.

Another alternative for the second factor is confirming account access within a secured piece of hardware: with Apple, that’s actually the first step in its 2FA process, in which a popup dialog appears that warns about an account login; with other services, it’s often an app that lets you confirm a log in because the app has already carried out a validated two-factor log in of its own. For instance, Facebook and Google let you validate a login by opening their apps on an iPhone and confirming you are trying to log in to your account.
Recover Your Account

At one point, Apple made it difficult to recover access to an Apple ID account and associated iCloud data when you’d forgotten a password, lost access to devices, or had your account locked for unknown reasons. Fortunately, in addition to improving the process for resetting one’s password and using trusted devices and phone numbers described in the previous chapter, Apple now has three recovery modes. These modes correspond to the party who has the right pieces of information to help:

- A recovery process and a Recovery Key, which are exclusive options you can choose between to help you recover access to an Apple ID account when a lot goes wrong.

- A Recovery Content lets you lean on a trusted person or people to help you restore access to iCloud.com-accessible data if you can’t log in to your account via iCloud Data Recovery Services.

- Apple’s Digital Legacy service lets your heirs or estate gain access to your data after your passing, should you so choose. This fills a gap in how our data is handled posthumously.

In this chapter, I explain each of the above in that order.

Pick a Recovery Pathway for 2FA

With two-factor authentication enabled, it’s possible to wind up with too little information, hardware, and access to gain access to your account as described in Troubleshoot 2FA Problems.

Apple offers two pathways you can select between for recovering access by regaining the ability to reset the password for your Apple ID account. These options are exclusive: you must pick one or the other.
By default, Apple has you rely on a complicated recovery process that involves human interaction and personal documentation. You can instead opt to enable a recovery key, which prevents Apple from recovery access to your account by any method, but makes it somewhat easier for you to do so than with their human-driven process.

Here’s the key differences between the two:

• **Apple recovery:** It takes time, requires identity documents, and could be turned down.

• **Recovery key:** You must have your recovery key and one of your account’s trusted phone numbers. Without those two elements, your account’s password can never be reset and will be lost forever.

With that in mind, let’s dig into how the two work so you can make an informed choice.

**Use Apple’s Account Recovery Process**

Apple’s procedure is described in detail on their website. This process can take days or longer. You have to provide personal details to proceed, including credit card numbers associated with purchases used on the account.

The company makes this process tough to deter thieves’ attempts to use a stolen identity to gain access to a user’s account. However, I have heard from people who have been unable—even with scans of passports, mail sent to their addresses, and other information in hand—to convince Apple they were the legitimate owner, and have lost access to their accounts for good.

You start account recovery via the iForgot website, but consider how you start! Apple warns that if you used a browser on one of your own devices signed into the Apple ID used for iCloud that you’re trying to recover access to, you should not use that device again until recovery is complete. However, you can use a browser on literally every other device in the world instead of one on your own device.
Sign In with Your Apple ID

Major digital firms—including Amazon, Facebook, Google, and Twitter—set up a way to reduce the number of accounts you needed to create across the internet by letting you proxy your account with them instead. Instead of creating a new account in an app or at a website, you would click a Connect with Facebook button or something similar.

Over the years, it’s become increasingly clear how much information gathering goes along with that third-party login, as each of these companies can collect more information about everything you do via your behavior at these unrelated sites.

Apple has staked out privacy as one of their tentpoles, and their “Sign in with Apple” option lets you create accounts while limited exposure of personal data and behavior.

In this chapter, I explain how Apple’s third-party sign-in works, and the options offered to let you be more or less identified.

Note: Apple created a new service for anonymized relay address called Hide My Email available to iCloud+ subscriber. I explain this fully later in this chapter in Where Hide My Email Fits In with Sign in with Apple. See also Hide My Email Means Three Things Now.

Learn How Sign in with Apple Works

There’s no setup required to use Sign in with Apple. When you visit a site or use an app that offers the option, you see a standard button. It works across macOS 10.15 Catalina and later, iOS 13/iPadOS 13 and later, tvOS 13 and later, and watchOS 6 and later. However, because it relies on standard browser technology, you should be able to sign in using any brand of browser running on one of the supported operating system releases, not just Safari.
The first time I used the feature, I received a large information screen with a lot of detail. I believe this only appears the first time you use Sign in with Apple (Figure 34). (I was unable to get it to occur on subsequent uses.)

![Figure 34: Apple explains a whole lot in this initial screen.](image)

When you click Sign in with Apple from a device with Touch ID or Face ID, you can authorize the usage with a fingerprint or your face. From a Mac or other device without a biometric option, you’ll be presented with a more typical Apple ID login request, including a 2FA entry.
Manage Multiple Apple IDs

Working with iCloud, Apple devices, and Apple’s various stores and subscription offerings is easiest when you have a single Apple ID. But I’m not alone in having two for historical reasons, and many people have even more!

In this chapter, I talk about how to manage multiple Apple IDs in an efficient and consistent way.

Use Separate Accounts for Purchases and iCloud

Many of us who are long-time Apple ecosystem participants wound up with two Apple IDs, because at one point, Apple managed purchases separately from iCloud’s predecessors (like MobileMe). When Apple fully embraced the Apple ID approach, all our legacy accounts converted. Apple didn’t offer an opportunity to merge those accounts then and still hasn’t many years later.

Dealing with the duplication wasn’t as easy as shutting down one of the accounts. Purchases of permanently licensed digital goods—movies you bought (not rented), any apps, and non-subscription in-app purchases—are associated with an account. We couldn’t just abandon an account without also losing all that. Likewise, because the other account was often associated with a mac.com or me.com address we’d used for data or as an incoming address, we couldn’t abandon that one, either.

Apple originally didn’t design iOS to manage that split of accounts well. Fortunately, that improved many releases ago, and Apple now lets you easily log in to iCloud with one account and the iTunes and App Store with another.
In macOS, these services and features were always split across the MobileMe or iCloud preference pane and iTunes. That changed in Catalina. Now, the Apple ID preference pane shows both media and iCloud logins and associated information, even as iTunes was split into Music, Podcasts, and TV.

**Use Two Apple IDs in iOS or iPadOS**

When setting up an iOS or iPadOS device from scratch with two accounts:

1. Tap Settings > “Sign in to your *device name*.”

2. Enter the Apple ID and password you want to use for iCloud synchronization and other features. Confirm with a second factor if necessary.

3. Tap Settings > *Account Name* > Media & Purchases and then:
   - **iOS 14/iPadOS 14 or earlier:** Tap the account name at the top and tap Sign Out.
   - **iOS 15/iPadOS 15:** Tap Sign Out on the menu that appears after you tapped Media & Purchases.

4. Log in with the Apple ID you associate with purchases, as in step 2.

If you’re not starting with a fresh device, first sign out from all the places you may be signed into an Apple ID on your mobile hardware using instructions you can find in [Migrate from One Apple ID to Another](#).

**Use A Different Apple ID with Messages or FaceTime**

In this setup, Messages and FaceTime will also be logged in to your iCloud-focused Apple ID from step 2 above. Go to Settings > FaceTime or Settings > Messages > Send & Receive, tap on the “Apple ID: *account email*” link, tap Sign Out, and sign in with your preferred Apple ID.

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Split or Migrate Apple IDs

The two scenarios I hear about the most from readers and friends are when two (sometimes more) people have opted to share an Apple ID to sync data and purchases, or when someone finally gives up on having multiple Apple IDs and wants to migrate as much as they can to a single Apple ID—sometimes a new one.

This chapter provides advice for both those tasks, although I want to warn you upfront that the results can be disappointing. Apple doesn’t provide help for either process, which means any split or migration will be by necessity incomplete.

Split an Apple ID Between Two People

As the writer of a how-to column about Mac, iPhone, and iPad issues, I never expected to hear a lot about people’s relationships, but that was apparently naïve. Our digital devices are, after all, part of our sometimes complicated lives. I frequently receive emails from people with a shared Apple ID who no longer want to share it. The cause can be a breakup, a sibling or child leaving home for school, or just the realization that an individual account will work better for them.

This section offers advice that helps in these cases:

• Permanently separating data (as with a breakup or divorce)

• Creating a second personal account that will continue to share some data, such as recurring calendar events or photos

• Sharing a single Mac currently (with one or more Apple mobile devices shared or each), but with a plan to use separate Macs or have separate accounts in macOS that use different Apple IDs

• Using different Macs (or accounts on a single Mac) that are currently signed into the same Apple ID, but which will be signed into separate ones
The point of view of the instructions below is the person setting up or transitioning to a new Apple ID, thus “taking” data from the current Apple ID.

If you use your Apple ID only for purchases or free downloads, this section won’t help you. Apple has never offered any way to transfer ownership of digital assets purchased by an account, nor a way to mark data in an account that could be used to split it. Read the sidebar just below for one potential strategy.

**Manage Local Copies of Shared Data**

Start by figuring out where you want all shared data to reside after a split. In all of the cases below, you already have synced copies. What actions you take depend on what you want to keep sharing and whether you’re using a single account on a single Mac or not.

**Note:** There’s no way to bulk export contacts, calendar entries, email, photos, or music from iOS or iPadOS or the iCloud website. You need to use macOS for all those tasks. Some third-party apps can access various data storage in iOS or iPadOS, but I haven’t tested those extensively enough to recommend them.

In the instructions below, you can find most iCloud settings at System Preferences > Apple ID > iCloud. Disable individual sync services by unchecking a box in the preference pane. When you do, you’re prompted about retaining or deleting information, among other choices.

**Contacts**

If you currently store all your contacts in a single account on a Mac, use the Contacts app to select the entries you want to retain, and then choose File > Export > Contacts Archive to create a file that you can move to another user account that uses a new Apple ID. You can also delete the selected contacts after exporting them to remove them from the shared Apple ID.

If you already have separate Apple ID accounts set up, you can use a simpler technique. On your new computer or account, go to System
Share with Your Family

Family Sharing is Apple’s sometimes awkward attempt to let multiple people in a family group share digital items and subscriptions the way one would in a household. Apple IDs—specifically, those used with iCloud—are the binding force in a family group.

Family Sharing includes a large grab bag of things:

- App purchases (see sidebar below)
- In-app purchases and in-app subscriptions (see sidebar below)
- Media purchases, including music, movies, and TV shows
- Pooled storage in iCloud+ (semi-optional; explained in detail later)
- Location of all your devices that have Find My enabled
- Your location, defined by the iPhone or Watch acting as a proxy for where you are
- Add-on subscriptions, such as Apple Music and Apple One, which are available in individual and family flavors (see Subscribe to Services for more detail)

Note: Apple also creates a family-shared calendar and photo album. To learn about how Family Sharing works with iCloud services, read Joe Kissell’s Take Control of iCloud.

Shared Apps and In-App Items

From the introduction of Family Sharing several years ago, only apps could be shared, and only at the developer’s discretion. Most developers do allow it, however. Apps reveal in their App Store pages under the support section whether Family Sharing is included. Starting in iOS/iPadOS 14 and Big Sur, in-app purchases and subscriptions from within apps are also shareable among family members if a developer has approved that.
Family Sharing group members can split their Apple lives between iCloud and purchases within Family Sharing just as they can on all their Apple devices.

Apple defines a “family” as having no more than six members—which irks people who have written to me with larger families (there’s no workaround).

**Note:** People can be a member of only a single family, and after having joined cannot change to another family for a year.

Nonetheless, it’s a terrific feature when all the stars align and the set of features matches your family or household’s needs.

### Enable Family Sharing

Family Sharing starts with an *organizer*, who initiates the process; let’s say that’s *you* for the purposes of this chapter.

Members take on one of three roles:

- Adult accounts, which are for people 18 and older. The word “Adult” appears only in certain views for these accounts.

- Parent/guardian accounts, which gives them control over children’s accounts, including approving purchases if the Ask to Buy feature is enabled (an organizers can switch adults to and from a parent/guardian status).

- Children’s accounts, which apply to people under 18. Their age is displayed along with their account in the Family Sharing list, as well as whether Ask to Buy is enabled.

Before starting, make sure you have a valid, active, and preferred payment method in your Apple ID account.

**Warning!** With Shared Payment Method enabled, the organizer’s payment method is used for *all* purchases across all members of the family group.
Apple used to mostly sell you things, whether it was hardware, software, or digital downloads. True, you could rent movies, but you could only subscribe to iCloud storage for quantities above the meager included amount that comes with every iCloud account.

As hardware sales cooled, subscription services grew, particularly as its customers were happy to pay Netflix, Spotify, and other firms for recurring feeds and access of all kinds.

That has now led to Apple Music, Apple TV+ Apple Arcade, Apple News+, and Apple Fitness+. Tying those all together is Apple One, a bundled subscription offering that comes in three forms.

And iCloud’s paid tiers have transformed into iCloud+, which combines storage, iCloud Private Relay for anonymized browsing, Hide My Email to create masked email addresses, and HomeKit Secure Video for home security cameras.

Subscriptions may be priced only for individuals, whether or not they are part of a Family Sharing group; some cover everyone in a Family Sharing group at the same price as an individual subscription; and some have a higher price for Family Sharing subscriptions! Apple also discounts some services for up to four years for college and university students who verify enrollment.

Let’s look at the subscription offerings available and how they tie into your Apple ID and iCloud accounts.

**Note:** Subscriptions vary by country. I include here all the services it offers, and provide U.S. pricing. Apple has a rundown of which services are available in each country.
Apple’s Many Subscription Offerings

It’s fair to say that outside of Apple Music, the company is still in its early stages of proving there’s a strong value to its other offerings, because they lack the depth of competing services. The big advantage is that they’re all integrated with Apple’s operating system, including the Apple TV and Apple Watch, making them an easy default choice.

Apple Music

The oldest of Apple’s subscription services, Apple Music compares to Spotify and Pandora. It offers a streaming library of over 75 million tracks you can access across all your devices linked to the same Apple ID. It also allows up 100,000 song downloads for offline playing, and live streams curated like radio stations. There are no advertisements.

Supported hardware is the broadest for any Apple service. It includes all Apple devices, including HomePod, Apple Watch, and Apple TV; Windows and Android; some models of streaming-service boxes, smart speakers, and smart TVs; via a web app.

You can sign up for Apple Music via the Music app on any platform as well as at music.apple.com.

The service starts with a three-month free trial, which applies to an individual or family subscription. Subscription prices is $4.99 a month for students, $9.99 for an individual, and $14.99 a month for families. Student accounts also receive free access to Apple TV+. A $99 a year individual subscription offer is available, but hidden—follow the steps in this article.

Apple TV+

To compete with streaming video services, Apple launched its own content arm that makes new shows and licenses some existing programming. Apple TV+ has a lot of interesting material, but it’s a fairly small set compared to Amazon Prime Video, Disney+, Hulu, and Netflix, among leading services.
Cope with a Hack of Your Apple ID Account

It’s no fun when someone manages to hijack your account. That can be especially unnerving with an Apple ID, because of how it’s used widely among Apple’s devices, iCloud services, and purchases.

However, Apple has some built-in safeguards to protect your account. Even if someone obtains your password (when 2FA isn’t enabled), you’ll be notified of many kinds of activities, the hacker may be blocked (even if they have the password), and you should be able to reassert control.

Recognize an Attack in Progress

Be prepared to recognize the signs of an attack before someone manages to hijack your account. Here are some things to look out for:

- Apple alerts you when certain changes take place to your Apple ID account information. You’ll be pinged, for example, when a new trusted phone number is added or an app-specific password is generated on the Apple ID website for a 2FA account. If you start seeing messages and you haven’t made the changes or requests, something’s afoot.

- You receive emails to an iCloud address that appear to relate to actions you’re taking at other sites, but that you haven’t done.

- Your email or other iCloud services stop working on any device or in any program.

- You start to receive two-factor alerts about logins that you didn’t initiate.

- The phone company that manages your iPhone’s account calls or texts or emails you with a change in service you didn’t initiate.
• You receive text messages, like authentication codes for non-Apple services, that you didn’t request.

• One of your devices was put into Lost Mode or locked, which can only be accomplished using the Find My service.

• You start seeing charges on cards you own via apps that alert you to charges or email warnings, or you receive a call from a credit card company about suspicious charges.

Tell the Difference Between a Hack and Phishing

It’s critical to tell the difference between emails coming from an attack in progress and *phishing*, where people attempt to fool you into providing your login information or financial details.

With phishing, an email message, a text message, or even a phone call originates from dubious sources. Look at the actual return address or Caller ID-provided number. Links are suspicious if, for example, they don’t lead to a company’s main site. For example, a link to Apple leads to something like `apple.euiw098sf08.90809808ads-f8a0d.net` instead of to apple.com.

You can also usually tell something’s off when the message includes misspellings, weird logos, odd grammar, or strange requests you’d never expect of the sending company or service.

In a hijack, you’ll receive emails that typically alert you of a problem *without* providing a link, because real companies know that a link may have you thinking that the email is a phishing attack!

If any of the above are true, it’s time to take immediate action to see if you can stop a hacking from gaining control.

Stop an Attack in Progress

You may be able to stop an attack in progress. However, if you can’t follow the steps in the first section below, I advise in the second section how to disable your account with Apple’s help.
Solve Common Problems

You might encounter a few more tight spots with your Apple ID that you’ll need help solving. This chapter rounds up the rest.

Set Up 2FA Without a Device

Apple requires the use of iCloud in macOS, iPadOS, or iOS to convert an Apple ID from a regular password-only login into an account protected with two-factor authentication (2FA). But what I’ve heard from many people with multiple Apple ID accounts is that they only use one across all their iOS and iPadOS devices and Macs, and yet want to enable enhanced security on one or more accounts without messing up their current systems. (For more on 2FA, see Use Two-Factor Authentication.)

Many developers posted on Twitter that they never use their developer ID with iCloud on any device.

There’s a way around this that will work for as long as Apple allows users to opt to send a 2FA verification code to a phone, either as a text message or an automated voice call: set up a macOS account on your own computer or on a trusted Mac. It can even be temporary. Follow these steps:

1. Set up a new macOS user account on the target machine (in System Preferences > Users & Groups).

2. Log in to that account.

3. In System Preferences > Apple ID, sign in with the Apple ID that you want to upgrade to 2FA. Follow the steps in Enable 2FA in macOS to complete the setup. Make sure and include at least two phone numbers at which you can receive codes, and read the Avoid Losing Access section carefully, too.

4. Optionally delete the macOS user account when complete.

Click here to buy the full 138-page “Take Control of Your Apple ID” for only $9.99!
The next time you want to log in to any Apple service or site, click “Didn’t receive a verification code” in the dialog, click Text Me, and choose one of your trusted numbers. You can then use the code provided. (See a more detailed step-by-step for this method in Log In with 2FA by SMS or Voice Call.)

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**Reset a Password-Only Account’s Password**

What happens when your password stops working? You may have forgotten it—it can happen!—or you may have it stored in a password manager and can’t retrieve it. Whatever the reason, you’re not sunk. Apple lets you reset the password associated with your Apple ID.

**Tip:** You can also recover your Apple ID account name, although it’s less likely you’d need to, because Apple typically prefills the account name anywhere you’ve previously entered it.

**Note:** Apple used to have a recovery method accessible via Find My iPhone in iOS, but that was removed with the Find My update a few years ago. It now just redirects to the website mentioned in the first method below.

After resetting your password, you will need to re-enter your password on various devices and for various services.

If your account is protected with only a password, follow these steps:

1. Visit Apple’s password recovery site, amusingly named “iforgot.”
2. Enter your Apple ID and click Continue.
3. Choose to reset your password.
4. You can opt to answer the security questions set on the account or receive an email with a reset link either to the primary address on the account or a rescue address.
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About the Author

Glenn has written oodles of books since the 1990s. Most recently, those include *Take Control of Zoom*, *Take Control of iOS & iPadOS Privacy and Security*, and *Six Centuries of Type & Printing*. Glenn writes for the *Economist*, *Fast Company*, *Increment*, *Macworld*, and TidBITS on topics as varied as the longest-running metal foundry in America, the unique nature of sheriffs in America, and the addition of new material to the public domain in 2019. (Photo credit: Lynn D. Warner)

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Shameless Plug

As part of my historical interest in type and printing, I created a project called the Tiny Type Museum & Time Capsule. It’s a real, tiny museum full of type and printing artifacts, new and old, in a handmade case, coupled with a letterpress-printed book, *Six Centuries of Type and Printing*, covering the development of printing from Gutenberg to the present (with some background on pre-Gutenberg printing). Visit [tinytypemuseum.com](http://tinytypemuseum.com) to order a museum (a few remain in early 2022) or get a copy of the book in letterpress or electronic formats.

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About the Publisher

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