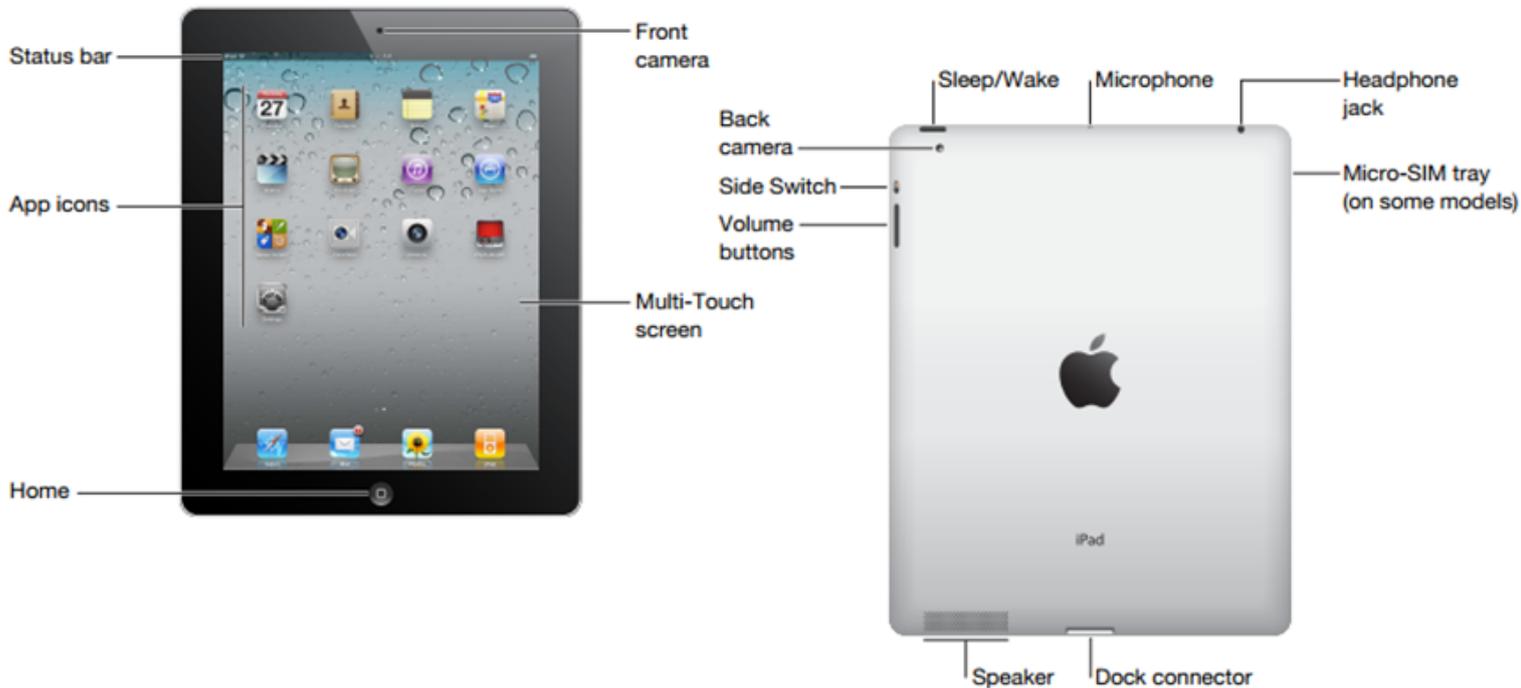


Ipads Basics: IOS 9.2.1

What's An "App?"

"App" is short for "application." It equates a piece of software you would use on a computer, such as MS Word or Internet Explorer.

What's What on the Ipad?



Power Basics

- Turn it on: Press the Sleep/Wake button and hold for three to five seconds. An apple will appear on the screen to let you know that it is starting up.
- Activate screen: Press the home button once. Slide the arrow to unlock the screen.
- Turn it off: Press the Sleep/Wake button and hold for three to five seconds. Slide the arrow to power off.
- Hard restart: If iPad is giving you trouble, press both the Sleep/Wake button and the home button at the same time for three to five seconds. An apple will appear on the screen to let you know that it is restarting the device.
- Charging it: Plug the cable connector (old iPads - 30 pin; new iPads - Lightning) into the dock connector at the bottom of the device. You can plug in the USB end to either a computer or the power plug adapter to charge the Ipad.

Downloading Apps

We have 2 kinds of Ipads: **Teacher Ipads** and **Student Ipads**.

- **Teacher Ipads:** Tap the App Store icon. Search for an app in the upper right hand corner. Tap the name of the app or its icon to view details, ratings and reviews. Tap FREE and then INSTALL APP to download the app. Many apps cost money. You may use your personal Itunes account to purchase them for your Ipad. Take note, though: if you return the Ipad to the Media Center for maintenance, your apps will likely disappear. However, you should still have access to them through iTunes and can re-add them to the Ipad. App purchases paid for by the school need to be arranged with the Media Center.

- **Student Ipad:** All apps on student Ipad are installed by the Media Center. If you find an app you'd like to add to your student Ipad, please contact the Media Center and we'll be glad to get it installed on your devices.

Organizing Apps

- **Deleting apps:** Tap and hold on any app. All apps will begin to shake and have a little x on them. Tap the x to delete an app.
- **Moving apps:** Tap and hold on any app. All apps will begin to shake and have a little x on them. Drag an app around and drag it to another part of that screen. To move it to another screen, drag it to the left or right edge of the screen and the next screen will appear so that you can drop it in place.
- **Putting apps in folders:** Tap and hold on any app. All apps will begin to shake and have a little x on them. Drag an app on top of another app so that a folder appears with both apps in it. Rename the folder to something you choose.

Multitasking Gestures

- **Return to the Home screen:** Press circular "Home" button.
- **Reveal the multitasking bar:** Double-click the Home button. Touch and swipe up on any window to close it.
- **Reveal the Control Center:** The Control Center lets you quickly adjust the volume, Bluetooth, brightness, Airplane Mode, AirPlay, and orientation. You can quickly access Control Center by swiping your finger from the bottom to the center.

The Control Center
- **Search the iPad:** Simply swipe your finger from the center of the screen to the bottom to pull up the Spotlight search bar at the top of the screen.
- **Reveal notifications:** Swipe from the very top down to see calendar, app and other notifications.
- **Switch apps:** Swipe left or right with four or five fingers.

Camera App

- **Taking a screen grab:** Press the Sleep/Wake button and the home button at the same time and release. A picture of the screen has been taken and saved to the Camera Roll (Photos App).
- **Taking still pictures and videos:**
 - Tap the Camera app.
 - Take a picture or video by tapping on the button on the right (looks like a camera to take a still picture and a red record button to take video).
 - Switch between video, photo and square by swiping down or up to the one you want.
 - Switch between front and rear cameras by clicking on the little camera icon in the upper right.
 - View photos and videos that you've taken by tapping in the lower right. Once you are viewing a photo, you can share it (through email or other features) by pressing the "share" button at the bottom right of the image preview.
 - You can also attach the Ipad to a computer (using the USB cable) and access photos/video you've taken. Or use "Wi-Fi Photo Transfer" app to wirelessly move photos/videos to a computer.



Troubleshooting

- **Connect to Wi-Fi Network:** Tap the Settings app. On the left, tap on Wi-Fi. All available networks will be listed. Click on one and enter the password.
- **Adjust screen brightness:** Tap the Settings app. On the left, tap on Wallpapers & Brightness. Move the dot to the left or right to brighten or dim screen. A screen that is at full brightness uses more battery life.
- **Change wallpaper on Lock Screen and Home Screen:** Please do not alter the device's wallpaper.
- **iPad or app acting slow or strange:** Do a hard restart of the iPad by pressing both the Sleep/Wake button and the home button at the same time for three to five seconds. An apple will appear on the screen to let you know that it is restarting the device.
- **Software update:** You may receive notifications to update the operating system. Ignore these messages - all updating should be completed by the Media Center.
- **Turn off an app:** Double tap the Home circular button. Swipe up to close apps you're not using - this will help conserve battery power.

Apps to Start With



Camera

Take some snapshots and/or some video!



Google Drive

Access your Google Drive.



Safari

Apple's web browser, equates "Internet Explorer" or "Firefox."



VoiceRecord

Record sound with the built-in mic



iMovie

Edit together video clips, add titles and music



Educreations

Virtual whiteboard/ presentation recorder