

Setting up your iPad

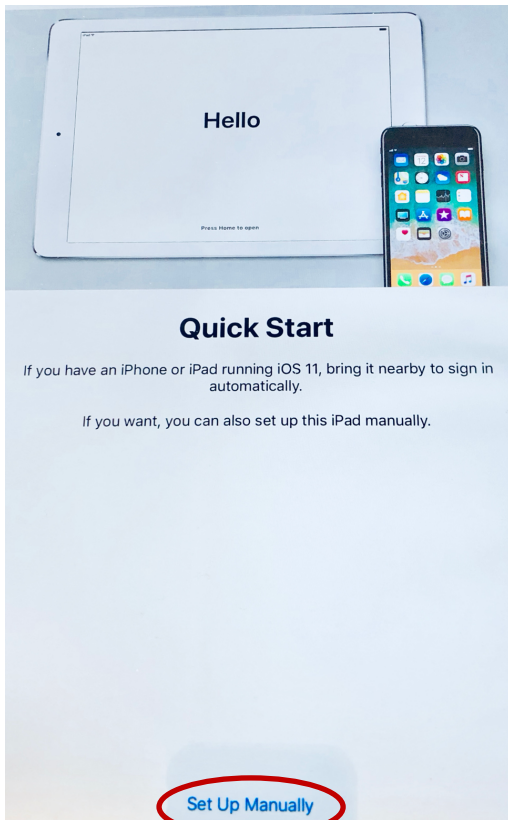
Please work through **all** of these pages to ensure the correct setup of your iPad.

Summary of Pages to work through:

1.	Setting up your iPad	
2.	Logging into the App Store	
3.	Setting up your email	
4.	Signing into Student Wi-Fi	
5.	Backing up your iPad on iCloud	
6.	Backing up Goodnotes on OneDrive	
7.	Other apps to download at a later date	

Set up iPad

- When you first turn the iPad on follow the set up screens...
tap '*English*' and '*United Kingdom*' as the Country.



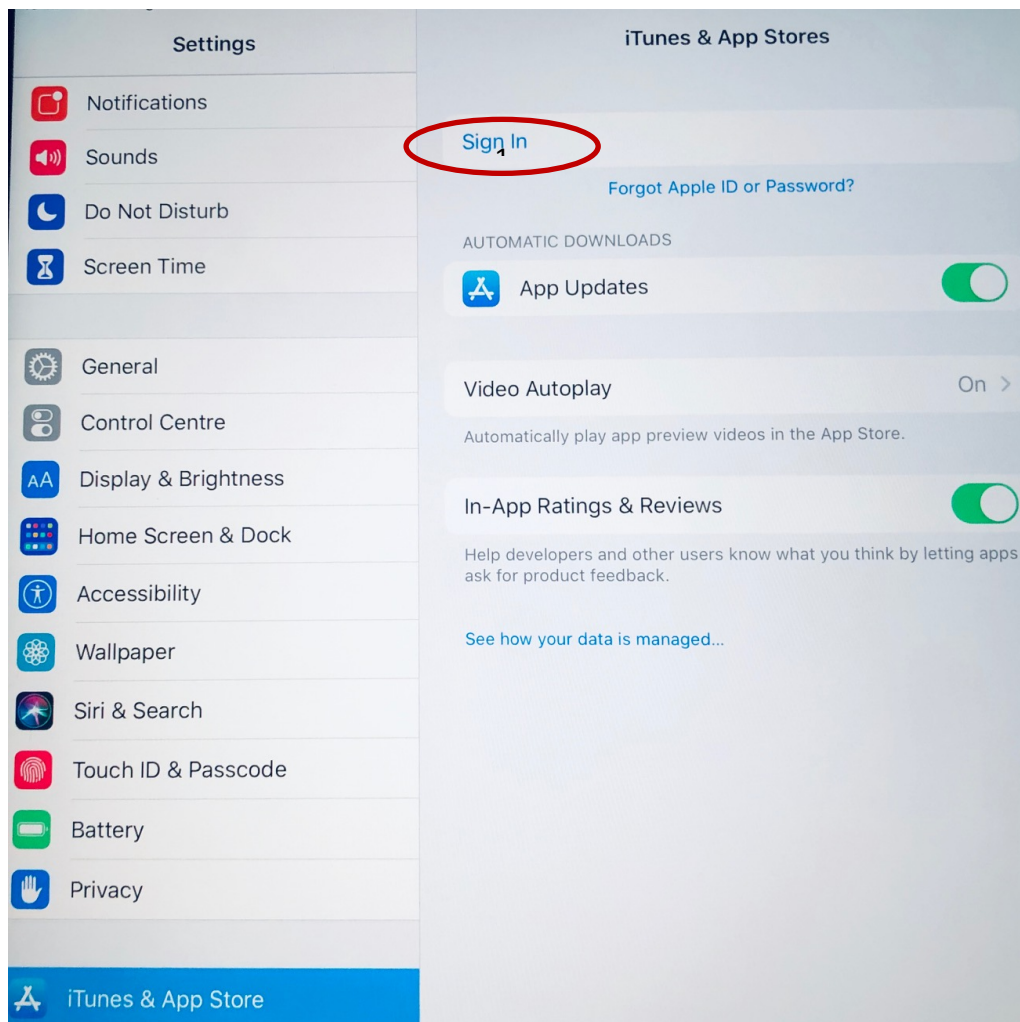
- When '*Quick Start*' appears, tap '*Set up Manually*'
- When '*Choose a Wi-Fi Network*' appears, tap '*SJB Guests*'. (if cannot verify server identify appears tap '*continue*'.) Tap '*next*'
- '*Remote Management*' should then appear. (If **NOT** then please speak to a member of the IT team who can assist, otherwise you will not get the correct apps.) tap '*next*'



- When '*Apple ID*' appears, enter your Managed Apple ID email (This will be your school email)
- When '*Apple ID for St John The Baptist School*' appears, tap '*Continue*' then enter your Managed Apple ID Password (This will be your school password) then tap '*Continue*'
- If '*Stay signed in for 60 days*' appears, tick the box and tap '*Yes*'

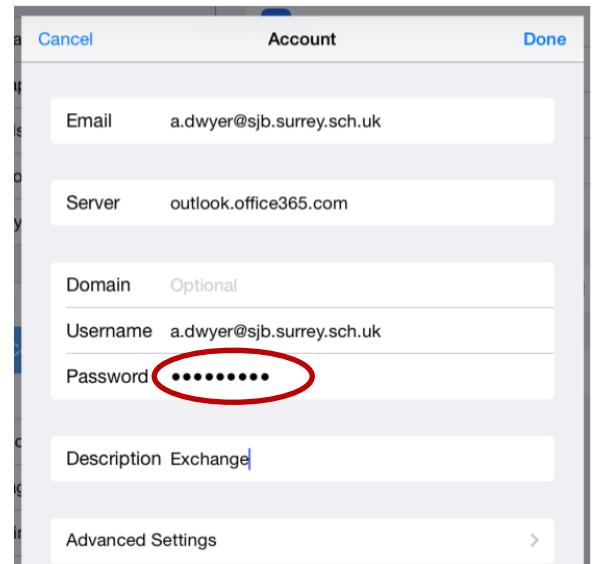
Logging into the App Store

- In order to download Apps from the App store you will need to sign in into the App Store with your Personal Apple ID.
- Tap on the '*Settings app*'
- Tap on '*iTunes & App Store*'
- Tap on '*Apple ID*' at the top
- Tap '*Sign out*'
- Enter your personal Apple ID that you created at home.



Setting up your email

- Tap on the '*Settings app*'
- Tap on '*Passwords and Accounts*'
- Tap on '*School Email*'
- Tap on '*Account*' (your email address)
- Enter your school password & tap '*Done*'.
- You may get the '*cannot verify server identity box*' if so, tap '*continue*'.
- Tap '*next*' and it will verify, when all ticks appear, tap '*Done*'.
- You may want to tap onto the inbox on the Mail app on your iPad to ensure your emails are coming through. It can take several minutes.



Sign into Student Wi-Fi

- You might need to connect to SJB Student Wi-Fi.
- Tap on the 'Settings App'
- Tap on 'Wifi'
- Check you are connected to 'SJBStudents'
- If you are not connected to 'SJBStudents' tap on it in the Wifi list.
- If you get the message '*cannot verify service identity*' tap '*continue*'
- You will get a log in page...
 - Enter your school login (your school email address)
 - Enter your school password.
- Tap '*Log in*' when successful
- You are now logged onto the Student Wi-Fi.
- Please tap on the 'i' next to SJBGuests and select forget. (This wireless network won't allow you to connect after the iPad setup has been completed).

Backing up your iPad on iCloud

It is **your** responsibility to ensure that **you** back-up your iPad using iCloud & One Drive. You must complete all these steps so that your work does not get lost if something happens to your iPad. Broken iPads get restored from **your** back-up.

- Tap '*Settings*'
- Tap on your '*Apple ID name*' at the top of the settings
- Tap '*iCloud*'
- Scroll to the bottom and click on '*iCloud backup*'
- Make sure that iCloud backup is turned on.
- Once a backup has been completed you can check the correct apps are being backed up.
- Tap on your '*Apple ID name*' at the top of the settings then tap on '*iCloud*'.
- Tap '*Manage Storage*'. Tap '*Backups*'
- Then tap on your iPad.
- Under Choose data to backup, make sure that the correct apps are being backed up, you can slide them green.
- Must back up:
 - Goodnotes
- Do not back up (as it will use all your free allowance):
 - Photos
 - iMovie

You can back up important photos and anything created on iMovie by uploading it to the network using the Documents app.

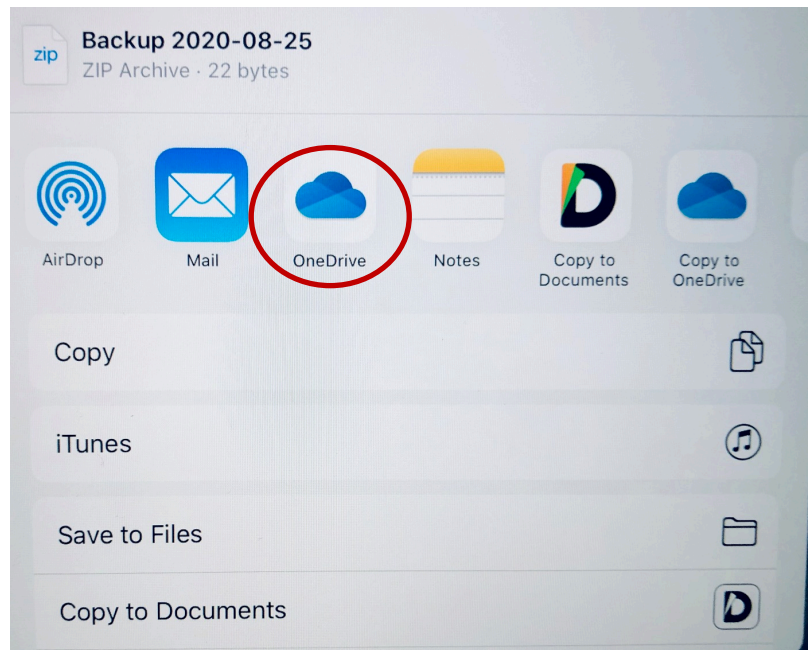
Backing up Goodnotes on OneDrive

We are also using OneDrive to back up Goodnotes.

If you haven't yet installed OneDrive, please install from the App Store



- Tap on the '*OneDrive app*'
- Sign in with your School login & password
- Then go into the '*Goodnotes App*'
- Go to the top right and tap on the Settings wheel
- Tap on '*Settings*'
- Tap on '*iCloud Settings*'
- Make sure that '*Use iCloud*' is turned on (green) and if it isn't, slide the button.
- Then tap Settings wheel again.
- Tap on '*Settings*'
- Tap on '*Backup Data*'
- Tap on '*Backup Now*'
- Tap the picture of the OneDrive App at the top
- Tap '*Upload to OneDrive*'



Other apps to Download

1. Applications you may need to install from the app store in your own time:

- iMovie
- Show Me
- Pages
- iTunes U
- Keynote
- Numbers
- Books
- Kahoot

2. Applications that should have been pushed out to you:

- Showbie
- Goodnotes – (this will be sent to you by email separately)
- Garageband
- Learning tools
- Periodic Table
- Self Service
- School Hub
- Edulink

If you have run out of time to do any of the above, then please ensure you try again at home using your home WIFI. If you are still having any problems, then please come into the IT office to get some help with it.

To get the most out of your iPad it is important to complete the set up **fully.**