Hello, Class iPad!

Getting to Know Your Classroom iPad 2013-2014

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Tip: The back camera is the best!

Overview

- Press the Home button on the bottom to wake up the iPad.
- There are 2 cameras – the back camera takes better pictures.

Tip: The side switch can mute or lock rotation.

Overview

- To turn off the iPad, hold down the Sleep/Wake button until the red bar appears at the top of the screen and slide it right.
- Turn on the iPad by holding down the Sleep/Wake button.

Tip: The side switch can mute or lock rotation.

Overview

- The volume buttons are important on the side.
- You can use your headphones to plug-in to the iPad.

Tip: It's best to charge using the wall outlet.

Accessories

- Power Adapter
- Dock Connector to USB
- Charge your iPad to wall power outlet. Most windows computers do not have powerful enough USB ports for charging.
- Use the USB cable to transfer pictures and movies from iPad to computer
- Provide a safe place for charging (away from water and danger)
- Use a surge protector to charge iPads (Office Depot)
- Consider headphones (Dollar Tree)

10W USB Power Adapter

Dock Connector to USB Cable

Tip: The iPad has a framed cover to protect the screen.

Using the iPad

- The iPads are used by many students.
- Don't install, rearrange, delete apps, add accounts, etc.
- They are fragile – handle with care.
- Keep your hands clean and sanitized.
- Plugging the ipad in to charge can be tricky – know the secret.
- Don't touch the iPad when others are using it.
- Remember -Be safe and responsible with the technology.
- **Only use the apps your teachers assigns you to use.**

Tip: The iPad has a framed cover to protect the screen.

Cleaning the iPad

- Avoid food and drink while using the iPad.
- Case and screen protector help to protect the iPad.
- The teacher will use a soft, lint-free cloth to clean the screen. iPad cleaning cloths available at Dollar Tree (2 to a pack)

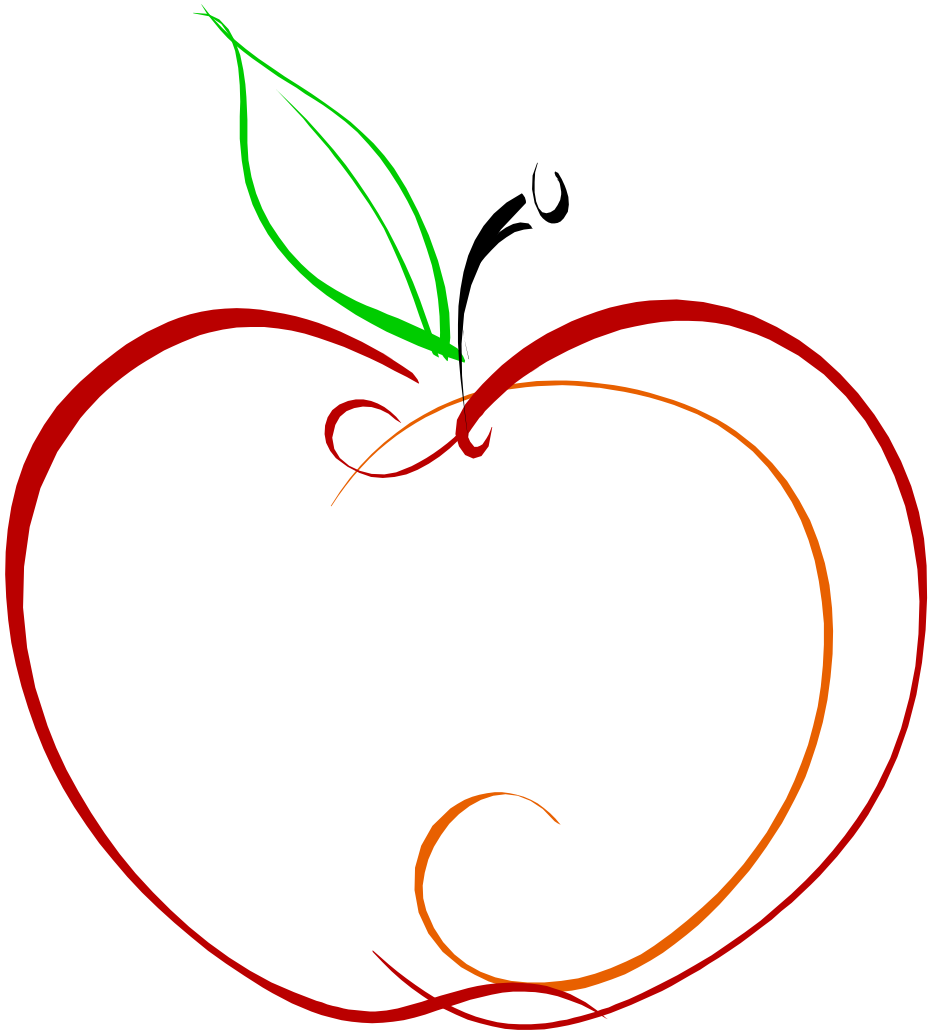
Let Your Teacher Know if. . .

- You know of a great educational app that would benefit your class, so the teacher can install it.
- There is anything wrong with the iPad so the teacher can do an IT Direct for technical help.
- There are inappropriate pictures on the iPad.
- A message pops up on the iPad.

Tip: Here are some familiar apps for most iPads. What apps are on your iPad?

Apple Provided Apps

- Safari
- Mail
- Photos
- Music
- Messages
- Calendar
- Notes
- Photo Booth
- Reminders
- Maps
- Videos
- Contacts
- Camera
- Settings
- Newsstand



Apps

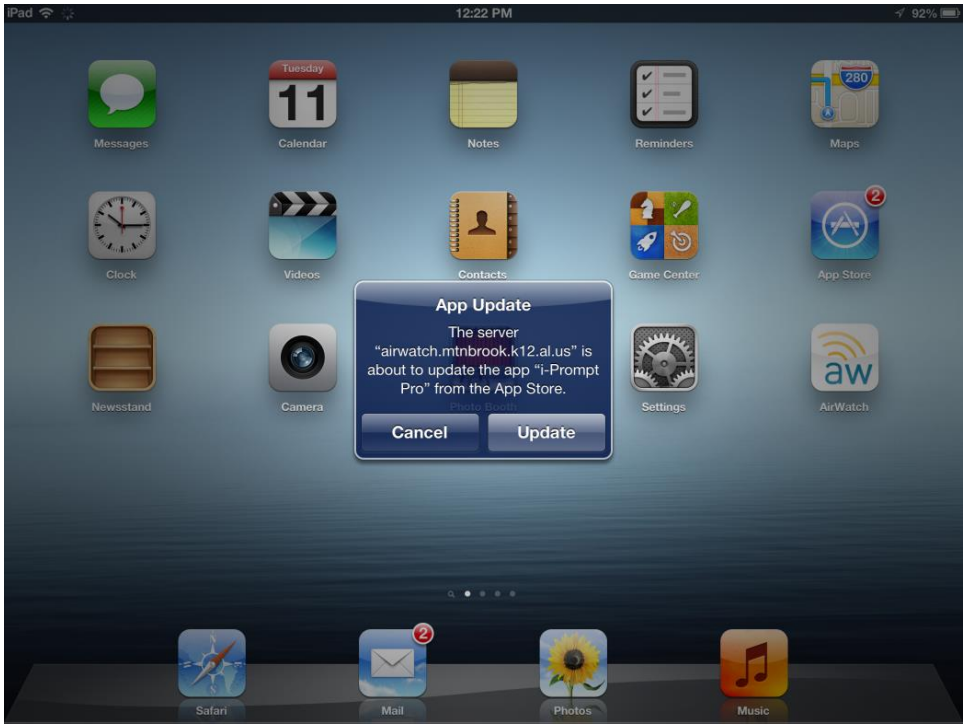
- Apps can be “pushed” out from the Technology office via the Airwatch program.
- Apps that are “pushed” out from Airwatch, if not accepted at that time, can be downloaded from the App Catalog.
- Teachers may download apps from the App Store.
- Under **NO** circumstances are students to login with a personal apple ID on these iPads
- Under **NO** circumstances are students to download any apps unless instructed by the teacher.
- Do not accept Push Notifications

What is Airwatch?

- Airwatch is our iPad management program through which the technology office can monitor the iPads, add/remove apps, set up restriction profiles for safety and security, etc.

Installing Apps from Airwatch

- Please click on **Update** or **Install** if you see this message.
- The password you will need is MBEupdate1!
- Please do not cancel the download.



Tip: Use 4 or 5 fingers and swipe to right or left to change screen.

Using Apps

- To See **Recently Used Apps**
  - Double Click the Home Button

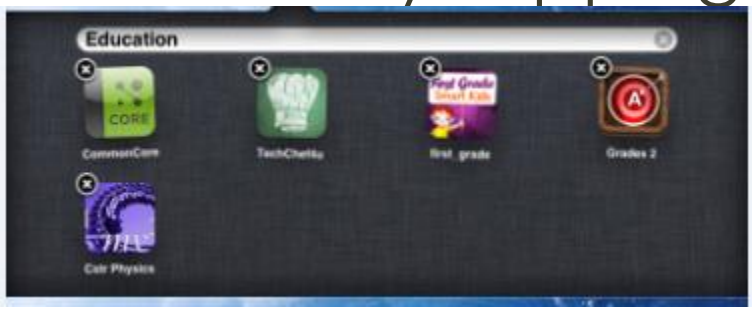
- To **Force an App to Close**
  - Swipe the card for the App upwards.

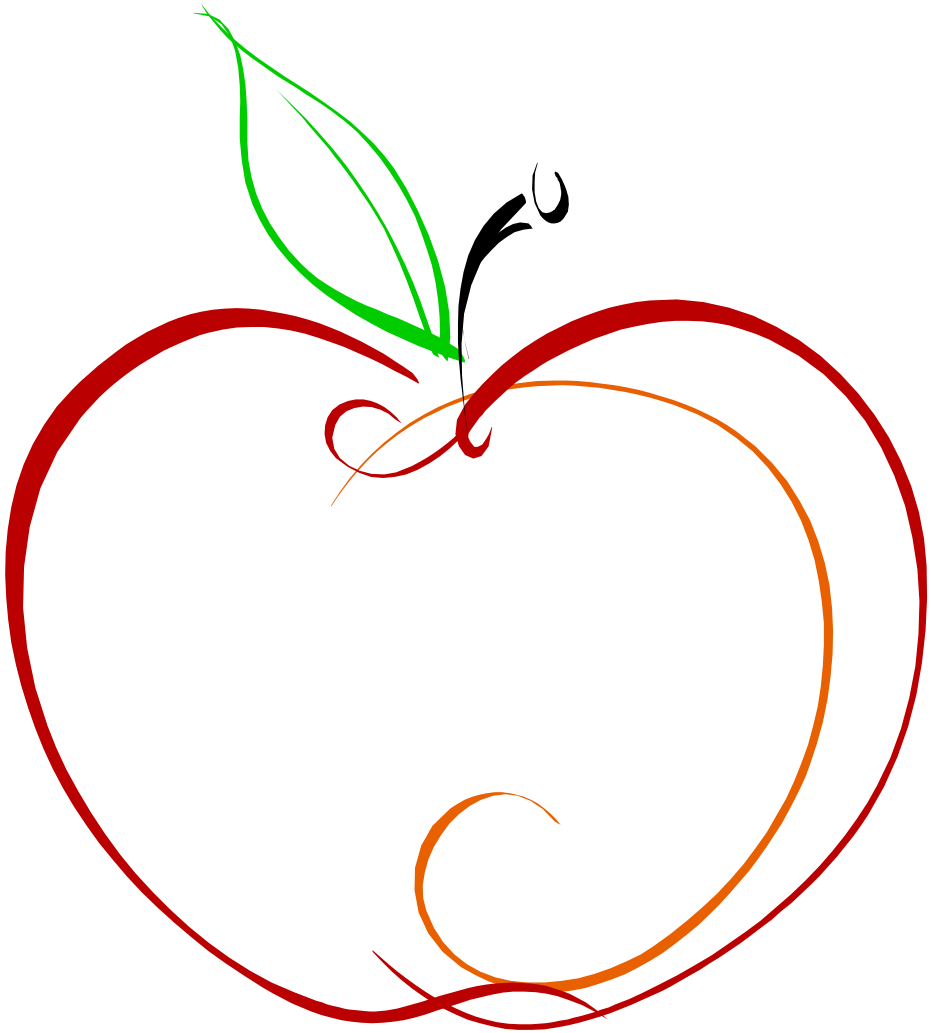
Tip: Up to 6 apps to the dock by dragging the icons down

Using Apps

Making Folders – Create Organization-Students Do NOT do this unless your teacher asks you to.

- Hold app icon till icon jiggles– drag onto another app to create folder
- Rename folder by tapping on title





Tip: Most controls are in setting - General

Control Center

Slide finger upward to top of screen to access.

- **Music Controls**
- **Brightness**
- **Locking Screen Orientation\Mute –**
- **Camera**
- **Wireless**
- **Bluetooth**
- **Do Not Disturb**
- **(on newer iPads) Airdrop**

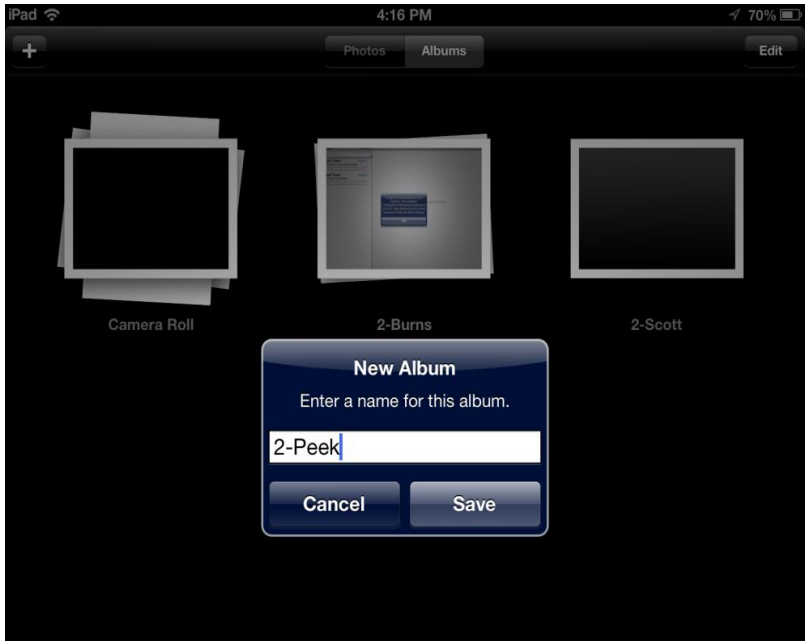
Tip: Download a QR code reader to use your camera to process QR codes

Camera Tips

- Shooting **Video** and **Pictures** – holding the iPad correctly (home button by right thumb)
- **Capturing an iPad Screen** – **Home** + **Sleep/Wake** button

Photo Albums

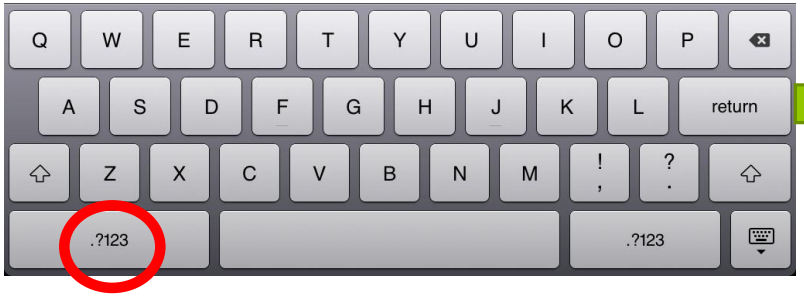
- Go into Photos
- To make an album, choose Albums
- Click +
- Add the name of the folder your teacher wants you to add
- Click Save
- Always save any pictures you take to this folder.
- Photos will show up in the camera roll **and** this album, but with multiple students using the iPad, it is easier to find your pictures, if you have an album.
- Deleting pics from the camera roll, also deletes them from the albums.



Typing on an iPad

- There are 3 different keyboards on the ipad

Letter Keyboard



Number Keyboard

Auxiliary Keyboard

Tip: Store your email address in auto-correct!

Editing and Searching Tips

- **Editing Text** – position insertion point –press finger
- **SEARCH iPad** – Slide screen down by pointing and pressing on blank area of screen.

Tip: You can add a site to your reading list also with this feature

Safari

- To create a **Webpage Icon**

From the website , click the **Action** button; choose **"Add to Home Screen"**

- To **Enable Bookmarks Bar**

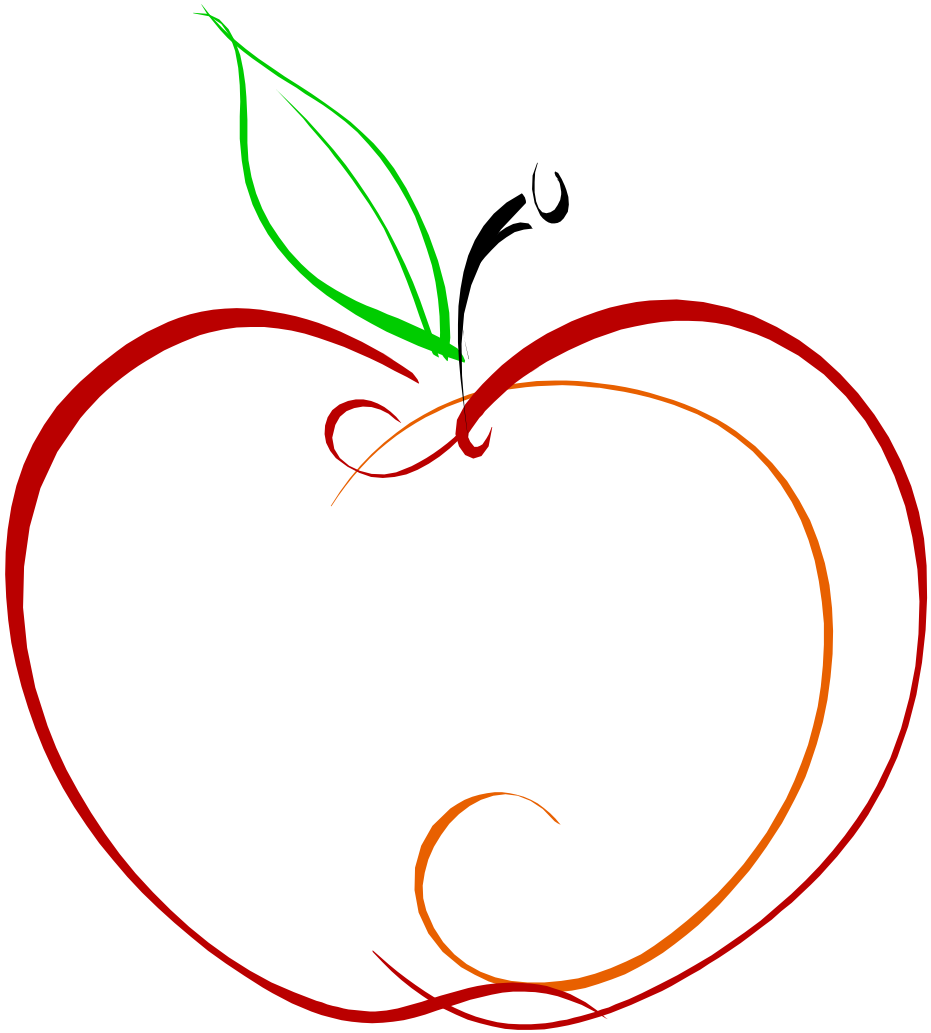
1. open the app settings
2. Select "**Safari**" (left panel).
3. Turn on "**Always Show Bookmarks Bar**" (right panel).

Email and Contacts

- The teacher's email must not be enabled on iPads students use.
- Students should not attempt to add contacts or email accounts to the class iPad.

Searching

- Students should not use Google/Safari image search.
- Students should not search the web on the iPad without close supervision.
- Students should not use iPads when the teacher is not in the room (not with substitutes, assistants, or parent volunteers)
- All internet searches are tied to the device user and **can be seen in reports**, so it is good to make sure that we and our students are aware that nothing we do online is private when at school.
- Additional teacher information on iPad restrictions can be found in r/staff/ipads

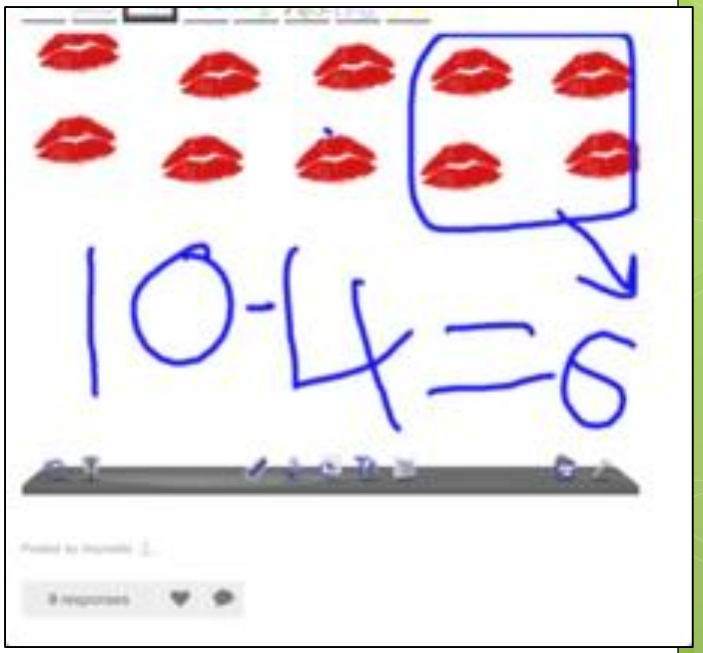


Creativity Apps to Explore

- Doodle Buddy
- Show Me
- Toontastic

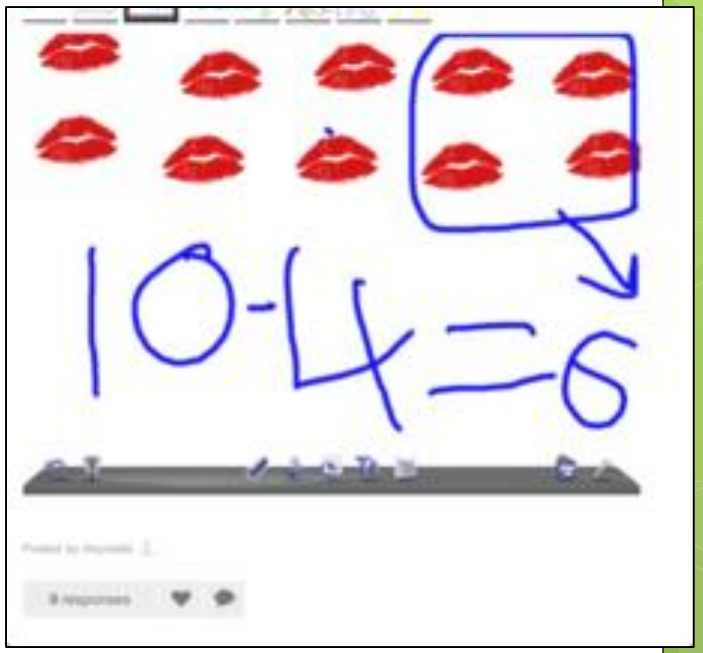
Doodle Buddy

- We are going to explore an app called Doodle Buddy
- (The first time you go to an app that can add images, the iPad will ask if that app **has permission to access your photo album. Say Yes,** or you won't be able to add photos from the photo album to that app.)
- Let's explore for a few minutes – NO EXTRAS 0r PUSH Notifications



Doodle Buddy

- We are going to create a math story problem (fill in your own numbers)
  - ***I have ___ cookies. I give ___ cookies away. How many do I have left?***
- Illustrate and write your own math problem.
- Click the wrench and save to photo album.



Show Me

- Your teacher will login the iPad to the class showme account he/she has created.
- Explore the app called Show Me.
- Let's explore for a few minutes – NO EXTRAS 0r PUSH Notifications
- The showme files created on the iPad can be accessed from the iPad or a desktop the teacher logs in to the class showme account at showme.com

Show Me

- Press the image tool, take a picture of yourself.
- Press record and say three things about yourself while drawing your name with the color tool.
- Save.

Toontastic

* Explore the app called Toontastic.
* Search for it on the home screen – press the home key and swipe – Type in Toontastic
* Let's explore for a few minutes – NO EXTRAS 0r PUSH Notifications

Toontastic

* Click on the first part of the Story Arc and click the paintbrush to begin your design and story.
* Follow the on screen prompts clicking the arrows to move forward.
* *If your teacher wants your toontastic, your teacher will have to create a toontube account from the class ipad and sign in to the class account for you on that iPad in order for you to share your toon to toontube.*

Curriculum Apps to Explore

- Choose a math, history, English, or science app to explore.
- Take time to share what you have found with your class.

Turning off iPads

- Go back to the Home screen
- Organize or delete any pictures you don't need that you took
- Leave the screen on the Home Screen
- Press the sleep button to put the iPad to sleep or hold in the power button and slide to turn off depending on your teacher's direction.

- Plug in your iPad per your teacher's directions.

Presenting from the iPad

- If you have Apple TV: Double click the home button and slide the bar that appears to the right. Click the AirPlay icon that appears and choose your Apple TV Name. Turn on mirroring. If you need a password, your teacher will type it in.
- If you have a VGA adapter. Plug your iPad into the adapter which is connected to your projector.

Discuss your Class Plan on how your students will be using the iPads.

- **Student Jobs: (How will you take turns?)**
  - Class Reporter—announcements/upcoming events
  - Weather Person
  - Class Photographer
  - App Instructor
  - Class Reviewer
- **Centers:**
  - Discuss Curriculum apps that you will use throughout the year that help students learn class concepts.
- **Class Projects**
  - Discuss how iPads can be shared in the grade level so all students can create a "project" using apps like ShowMe on a concept they are studying.

For Teachers--Online Tutorials and Other Resources

- Tutorial Walkthrough For IOS
  - http://www.youtube.com/watch?v=NTL4wK89qt8

- IOS 7 Basics
  - http://www.apple.com/ios/ios7-basics/

For Teachers--Registering Your IPad with AirWatch

- Airwatch is our iPad management program through which we can monitor the iPads, add/remove apps, set up restriction profiles for safety and security, etc.
- If you get a NEW student iPad, see your coordinator. Student iPads must be configured through the tech office. Each grade level has an Airwatch student grade level code with which to register the iPad in AirWatch. The teacher will need the ipad student network login, password, and that Airwatch Group ID to register the iPad. This information is in R/Staff/iPads/How to Register with Airwatch.
- If your grade level decides to use Apple Volume Purchasing, **Airwatch** and the **App Catalog** will be used to send out those Apps. Any apps "pushed" through airwatch also appear in the App Catalog.

Tip: Press and hold down a word to access the dictionary tool in iBooks.

For Teachers--iBooks

- You can send PDF files to your iBooks app.
- You would have to temporarily set up your email on the iPad in Settings/Mail, Contacts, Calendars. Information you would need:
- **Type of account**: Exchange
- **Domain**: mtnbrook
- **Mail server**: mail.mtnbrook.k12.al.us
- **Your teacher network username and password**
- Then Email a .pdf to yourself – Open the email message on iPad, then touch and hold the attachment and choose "Open in iBooks" from the menu that appears.
- Don't forget to remove that email account before giving the iPad to students. Remove in the same place, in Settings/Mail, Contacts, Calendars.

Tip: You need to have an Apple account

For Teachers—for **student** iPads

- **Your Student App Catalog (Airwatch) Login & Password**
  - **Login: _____**
  - **Password: _____**

- **Your Student Apple ID and Password for App Store and to install apps from Airwatch**
  - **Apple ID: _____**
  - **Password: _____**

- *Your teacher Apple ID and Password for your teacher iPad is something that you set and keep up with as the teacher. Your teacher Apple ID should be tied to your school Outlook email.*

(all student users)