

# IPAD 101: GUIDELINES AND CARE



# GUIDELINES

- \* iPad use is a privilege, not a right.
- \* Follow the ACS Internet use policy and student user agreement regarding appropriate use. (Please see the Student Handbook.)

# REMEMBER

- \* Intentional abuse or misuse of the iPad or its components (screen, home button, lock button, case, etc.) will result in disciplinary action.

# BEFORE USING AN IPAD

- \* Make sure your hands are clean.
- \* Clear your desk of any unnecessary items, such as notebooks or extra textbooks.

# GETTING AN IPAD

- \* Always get your assigned iPad unless a teacher tells you otherwise.
- \* Unplug the power adapter and gently slide the iPad out of the cart.
- \* Carry the iPad with two hands to your desk.
- \* When your teacher tells you to, press the home button to wake up your iPad.

# USING THE IPAD

- \* Use the iPad on the top of your desk.
- \* To wake the iPad, push the home button on the bottom of the iPad.
- \* Use your finger on the iPad's screen. Never use a pencil or any other object.

# IPAD SETTINGS

- \* iPads are shared. Don't change any of the iPad's settings. Do not change the wallpaper or background screen of the iPad, move any apps around, or create any folders. Doing so may result in the lose of iPad privileges.
- \* With teacher permission, you may change the volume of your iPad.

# WHEN YOU ARE FINISHED

- \* Press the home button to close the app you are using.
- \* Completely quit any apps you have used. To do this, double-click the home button, hold your finger on the first app at the bottom till they all jiggle, touch the red minus circles on each app to close it, and click the home button.
- \* If you turned the sound off while using the iPad, turn it back on when you are done.
- \* Press the sleep button to put the iPad to sleep.



# RETURNING THE IPAD TO THE CART

- \* Return your iPad to the cart when directed by your teacher.
- \* Be sure to carry the iPad with both hands as you did when taking it to your desk.
- \* Place the iPad back into its proper numbered slot and plug in the charger.

# REMEMBER

- \* Always wait for instructions from your teacher.
- \* Be respectful and responsible and always listen to directions.
- \* Ask for help before you try to “fix” something.
- \* Never touch your neighbor’s iPad.
- \* Use the iPad properly to keep it in good working order.
- \* Don’t open apps you aren’t asked to.
- \* No food, gum, candy, or drinks when using the iPads.

# PLEASE RESPECT AND TAKE CARE OF OUR DEVICES

Thank you for helping us keep the  
iPads in great condition!