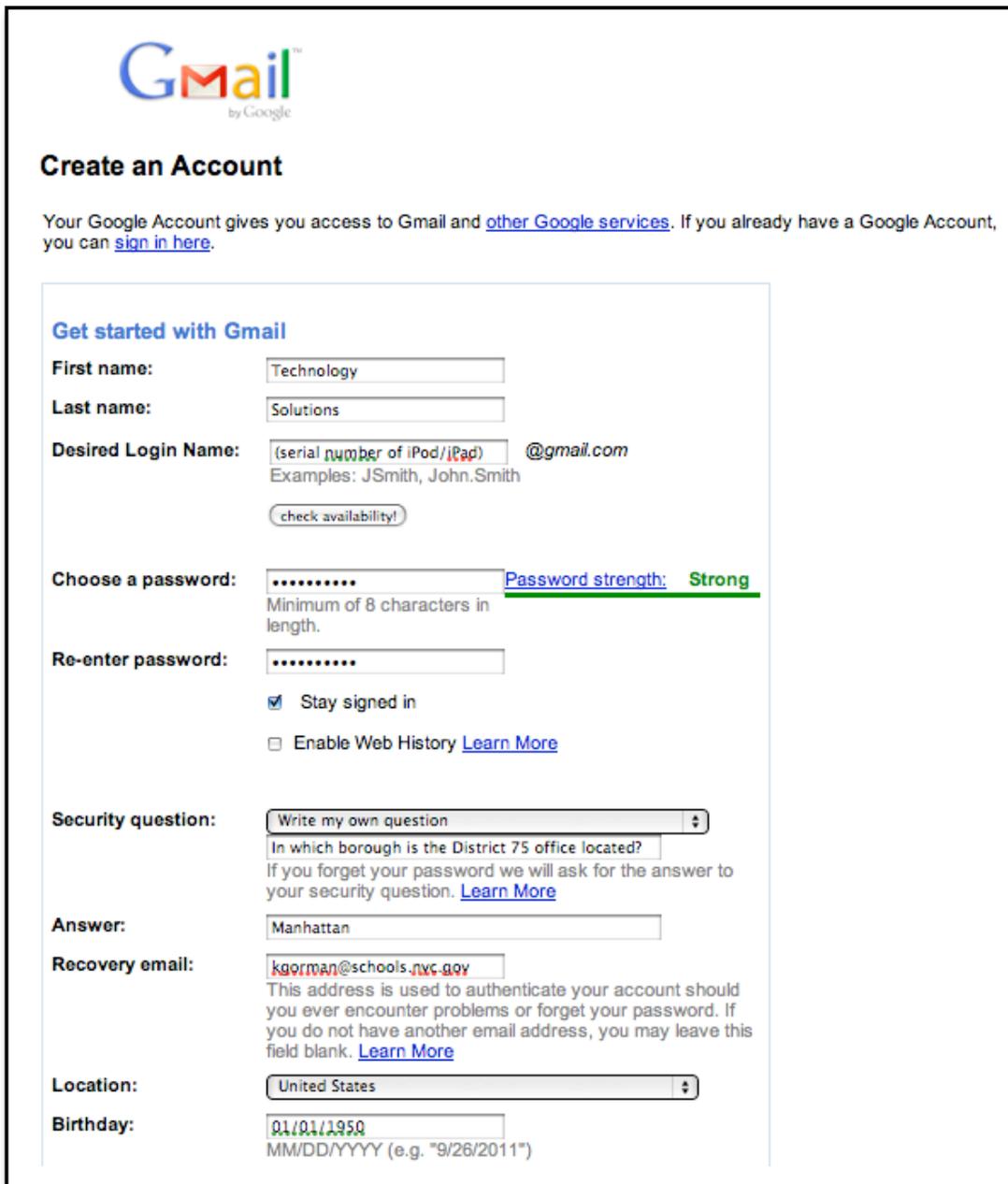


Setting Up an Apple Device with iOS v.4 or lower

I. Create a GMAIL Account:

Refer to the screenshot below when setting up a Gmail Account for a device. Password will is "District75" (without the quotations).



The screenshot shows the Gmail account creation interface. At the top is the Gmail logo. Below it is the heading "Create an Account" and a paragraph explaining that a Google Account provides access to Gmail and other services, with a link to sign in if one already exists. The main form is titled "Get started with Gmail" and contains several fields: "First name" (Technology), "Last name" (Solutions), "Desired Login Name" (serial number of iPod/iPad) @gmail.com with a "check availability!" button, "Choose a password" (masked with dots) with a "Password strength: Strong" indicator, "Re-enter password" (masked with dots), "Stay signed in" (checked), "Enable Web History" (unchecked), "Security question" (Write my own question) with a dropdown menu showing "In which borough is the District 75 office located?", "Answer" (Manhattan), "Recovery email" (kgorman@schools.nyc.gov) with a note about its use for authentication, "Location" (United States), and "Birthday" (01/01/1990) with a note about the MM/DD/YYYY format.

II. Create an APPLE Account:

1. Open iTunes on your Apple computer. If using a non-Apple computer, download the iTunes software.
2. On the left column, select "iTunes Store."
3. Make sure your iTunes is not signed in on an account already: Look at the top right corner of the iTunes page. If you see an account name, iTunes is signed in. Click on the dropdown button beside the account name and sign out. If you see the words "Sign In" on the top right corner of the iTunes page, then it is not signed in. You may then proceed.
4. On the top bar, click on the "App Store" button. On the right column, look for ANY FREE app, and click on its "FREE" purchase button.
5. On the window that appears, click "Create New Account."
6. Click "Continue," then check the box and click the "Agree" button on the Terms and Conditions page.
7. On the Apple ID page, enter the GMAIL Account details that you have just created. Password will still be "District75" (without the quotations). Fill in all other boxes with the same information that you entered when you created the GMAIL Account (see below).

Provide Apple ID Details Secure Connection

Email
(serialnumber)@gmail.com

Password Verify Password

Enter a question and answer to verify your identity if you forget your password.
In which borough is the District 75 office located?
Manhattan

Enter your date of birth.
January 1 1950

Would you like to receive the following via email?
 New releases and additions to the iTunes Store.
 News, special offers, and information about related products and services from Apple.

8. On the Payment Method page, click NONE as credit card Payment Type. Leave the Redeem Code box BLANK at this time. Fill in the Billing Address information as below:

Billing Address

Mr.

Technology Solutions

400 1st Avenue

Room 111

New York NY 10010 United States

212 802-1530

9. Click "Create Apple ID."
 10. Check your GMAIL Account for the Verification Email, and then complete the verification procedure.
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III. Device Set Up:

1. Write down the SERIAL NUMBER of the iPod/iPad (you will be using this a lot whenever prompted to enter the Gmail account or Apple ID account).
 2. Go back to iTunes, then go to the iTunes Store, and then click "Sign in" on the top right corner of the page. On the Apple ID box, enter the GMAIL Account name that you created. Enter the password: "District 75" (without the quotations).
 3. On the TOP BAR, click on the "iTunes" tab.
 4. On the dropdown menu that appears, click on "Preferences."
 5. A new window will appear. Click on the "Devices" icon.
 6. Look for the phrase "Prevent iPod, iPhones, and iPads from Syncing Automatically." CHECK THE BOX adjacent to it.
 7. Connect the iPod/iPad to your computer to wake it up.
 8. The Registration page will appear. Complete the registration process.
 9. The "Find my Device" page will appear. **YOU MUST COMPLETE THIS PROCESS**, too.
 10. The "Software License Agreement" page will appear. Check the box to Agree, then click Continue.
 11. The "Set Up" page will appear. Select "Set up as new device." Name the device with student's name (e.g. John Doe's iPod). Un-check all boxes about automatic syncing/adding, then click "Done."
 12. **You will be prompted to UPDATE your iOS software. YOU MUST COMPLETE THIS PROCESS.**
 13. Upon completion of the update processes, eject the device from your computer by clicking on the Eject Button beside the name of the device (on the left column of iTunes).
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IV. Connect to WiFi:

1. Click on the Settings icon.
 2. Click on the WiFi bar.
 3. Turn "On" WiFi to make the device search for a connection.
 4. Click on the WiFi connection of your choice.
 5. Type in the password.
 6. A check mark should now appear on your chosen WiFi connection.
 7. Click on the "blue button" to the right of your chosen WiFi connection.
 8. The IP Address Page will appear. Scroll down the page into the HTTP Proxy section. Click on the "Manual" tab.
 9. On the Server box, type "proxy" (without the quotations).
 10. On the Port box, type "8002" (without the quotations).
 11. You should now be able to connect to the internet and make purchases on the Apps Store.
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End ☺