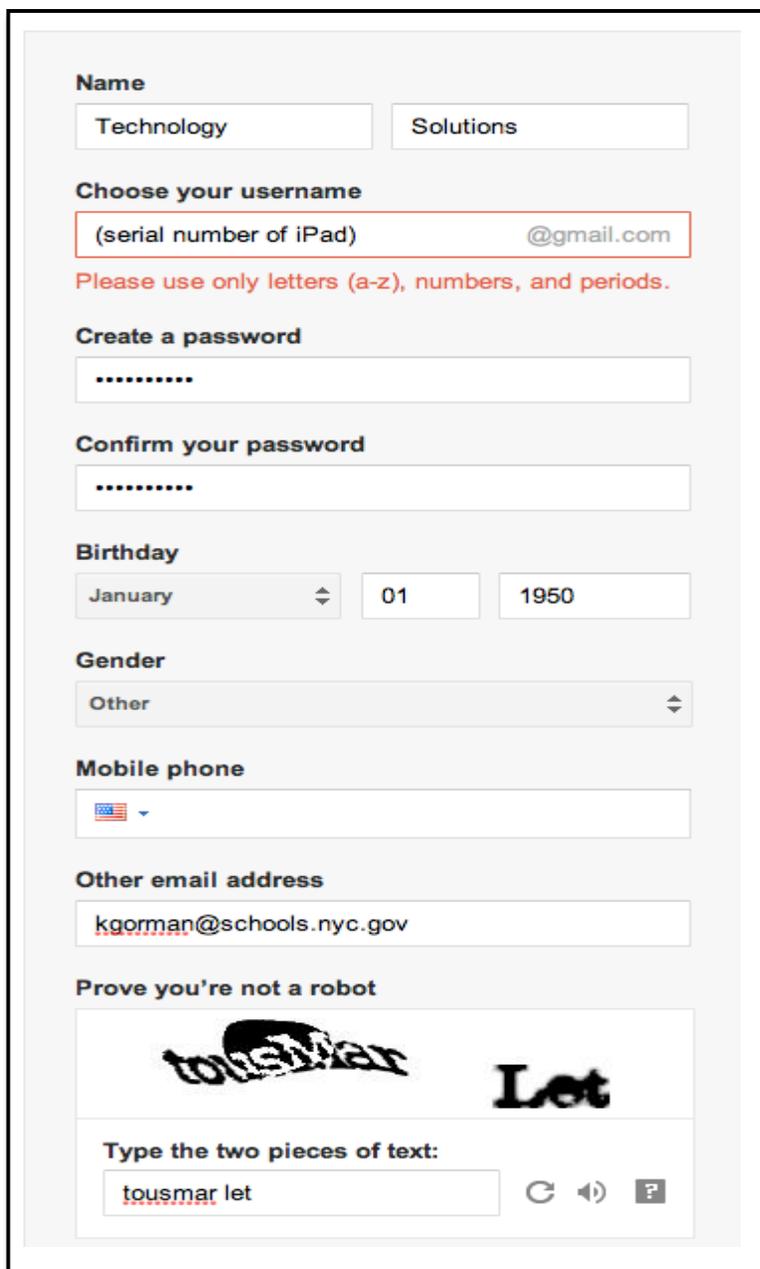


Setting up a New iPad (iOS 5)

I. Create a GMAIL Account:

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



The screenshot shows the Gmail account creation interface. It includes the following fields and options:

- Name:** Two text boxes containing "Technology" and "Solutions".
- Choose your username:** A text box containing "(serial number of iPad)" followed by "@gmail.com". Below it, a red note says "Please use only letters (a-z), numbers, and periods."
- Create a password:** A text box with masked characters ".....".
- Confirm your password:** A text box with masked characters ".....".
- Birthday:** A dropdown menu set to "January", a text box with "01", and a text box with "1950".
- Gender:** A dropdown menu set to "Other".
- Mobile phone:** A dropdown menu showing the United States flag.
- Other email address:** A text box containing "kgorman@schools.nyc.gov".
- Prove you're not a robot:** A CAPTCHA image showing the words "tousmar" and "Let". Below the image is a text box containing "tousmar let" and a refresh button.

II. Create an APPLE Account:

1. If you have an Apple (Mac) computer, open iTunes, click on the “iTunes” button on the top left of the screen, and click on “Check for updates...” from the dropdown list. Install any updates.
2. If you have a Windows computer, download iTunes from the link below (you have to scroll down the screen of the Apple webpage to find the link for the Windows download): <http://www.apple.com/itunes/download/>
3. When iTunes had been updated/downloaded, open it, look at the left column under “Store,” and select “iTunes Store.”
4. Make sure iTunes is not signed in onto an account already. To do this, 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. However, 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.
5. On the top bar of the iTunes page, click on the “App Store” button. On the right column, look for ANY FREE app, and click on its “FREE” purchase button.
6. On the popup window that appears, click “Create Apple ID.”
7. Click “Continue.” The “Terms and Conditions” page will appear. Check the small box at the bottom and click the “Agree” button.
8. On the “Provide Apple ID” page, enter the GMAIL Account details that you have just created (“iPadSerialNumber”@gmail.com). Password will still be “District75” (without the quotations). Select the 3 security questions pertaining to “teachers” and the answers will be **NYCDOE1**, **NYCDOE2**, and **NYCDOE3** with no spaces. Rescue Email should be **kgorman@schools.nyc.gov**, and Date of Birth should be **January 1, 1950**. Un-check the 2 small boxes emails about news releases. (see below)

Provide Apple ID Details Secure Connection

Email
iPadSERIALNO.@gmail.com

Password
.....

Verify Password
.....

Security Questions
For your protection, these will help us verify your identity in the future.

Who was your first teach : NYCDOE1

Who was your favorite te : NYCDOE2

Who was your least favo : NYCDOE3

Rescue Email Address
This will only be used to send instructions for resetting your security info if any security issues ever arise.

kgorman@schools.nyc.gov

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.

9. 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

10. Click “Create Apple ID.”
11. Check your GMAIL Account for the Verification Email, and then complete the verification procedure.

III. Device Set Up:

1. Turn on the iPad by pressing the Home Button, then swipe right on the Slider button on the screen.
2. Select language - **English**. Then tap on blue “arrow” button for Next page.
3. Select country - **United States**. Then tap on the blue “Next” button.
4. Location Services: Select “**Enable Location Services**” then tap on “Next.”
5. Wi-Fi Networks: On the list that appears, select on **your school site’s Wi-Fi network**, then enter the **password**. Tap on the blue “Join” button, then tap on “Next.”
6. Set Up iPad: Select “**Set Up as a New iPad.**”
7. Apple ID: Select “**Sign In with an Apple ID.**” Type in the Apple ID you created in the previous section, then enter the password “**District75**” (no spaces). Tap on “Next.”
8. Terms and Conditions: Tap on “**Agree.**”
9. Diagnostics: Select “**Automatically Send.**” Tap on “Next.”
10. Register with Apple: Keep the slider on the “**On**” position to register. Tap on “Next.”
11. Tap on “**Start Using iPad.**”

IV. Additional WiFi setup:

1. On the home screen, tap on the “Settings” icon.
 2. Tap on the WiFi bar.
 3. You should see a check mark beside the name of your school site’s WiFi connection.
 4. Tap on the circular blue “arrow” button just to the right of the name of your WiFi connection.
 5. The **IP Address Page** will appear. Scroll down the page into the **HTTP Proxy** section. Tap on the “**Manual**” tab.
 6. On the Server box, type “**proxy**” (without the quotations).
 7. On the Port box, type “**8002**” (without the quotations).
 8. You should now be able to connect to the internet and redeem codes or purchases on the Apps Store.
-

V. Using Apple CODES to download APPS:

1. On the home screen, tap on the “App Store” icon.
 2. On the bottom bar, tap on the “Featured” button.
 3. Scroll all the way down to the bottom of the page until you find the “Redeem” button.
IMPORTANT: Below/beside the “Redeem” button, you should also see the correct Apple ID that you have set up for the device. This indicates that you are correctly signed in and ready to make a purchase.
 4. Tap on the “Redeem” button.
 5. Enter the CODE that was provided to you to purchase a specific App. Tap “Redeem.” The App should now start downloading immediately (you may look for it in the home screen).
 6. If you are purchasing more Apps using CODES, simply enter the next CODE when prompted. Again, apps download immediately as the appropriate code is entered.
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VI. Set up “FIND My iPad”:

Refer to a separate sheet provided by Technology Solutions, or refer to this website below:

<http://schools.nyc.gov/documents/d75/technology/assistive/Quick/SLP/Setting%20up%20%20Find%20My%20i%20Pad%20.pdf>

End 😊