

FLINDERS UNIVERSITY IPAD SETUP

Here are some step by step instructions on how to setup the iPad and some recommended applications.

Connecting to your Wireless Internet (wi-fi)

The iPad will require a wi-fi connect to access email, internet, iTunes store and most applications.

1. From the Home screen, tap **Settings** then tap **Wi-Fi**.
2. A list of available Wi-Fi accounts will be displayed. Select the one you want to access (eg. your home, work or Eduroam at Universities)
3. Accounts can either be open access or a secure system. A secure system will show a padlock next to the signal bar. This will require you to enter a Username and password to access the account. For Eduroam this will be your FAN followed by @flinders.edu.au and your FAN password. (eg. smith0001@flinders.edu.au). If you don't know your FAN please contact Jason.
4. Tap the **Join** button. A Certificate request may appear, tap the **Accept** button.
5. Once connected to the Wi-Fi account it will automatically connect in the future.

Creating an Apple ID on an iPad

To purchase applications, update software or backup the iPad you require an Apple ID. Follow the below steps to create a free Account.

1. From the Home screen, tap **Settings** and then tap **iCloud** then **Get a Free Apple ID**
2. Tap **Location** and select **Australia** then enter your **Date of birth** (this is to confirm you are over 18) then click **Next**.
3. Next you will need to enter an email address, password, and an answer to a security questions. The email address you provide will be your new **Apple ID** (this is what you will use to log in to the App Store and iCloud). Tap **Next**.
4. The next screen will display the iTunes Store Terms and Conditions. Scroll to the bottom and tap the **Agree button**. Tap **Agree** again when the confirmation appears.
5. You'll then see a screen that says Account Not Verified. Check your email for a verification email from Apple.
6. Open your email and select the email from Apple. Click the **Verify Now** link enclosed in the email to activate your account.
7. You will be taken to a secure page to enter your Apple ID and password to complete your account verification, tap **Verify Address**.
8. To modify or change your account information such as Apple ID, payment information, or billing address, tap your account name located at the bottom of the page once you are signed in to the iTunes Store. When prompted, click **View Account**.

Log in to iTunes Store

To complete this will require a payment method (eg, VISA card) for future purchases.

1. From the Home screen, tap **Settings** and then tap **Store** then **Sign In**.
2. Tap **Use Existing Apple ID** and enter your **Apple ID** and **Password** then tap **OK**.
3. Tap **Review**
4. Confirm your location is Australia then tap **Next**
5. The next screen will display the iTunes Store Terms and Conditions. Scroll to the bottom and tap the **Agree button**. Tap **Agree** again when the confirmation appears.
6. Enter your **iTunes gift card number** (located on the back of the card under the scratchy panel and starts with X), complete the **Billing Address** fields and a **Phone** number then tap **Next**.
7. Tap Done. You now have \$20 credit to use in the store. If you wish to do more purchases you will need to enter your credit card details.

Setting up iCloud

1. From the Home screen, tap **Settings** and then tap **iCloud**.
2. Enter your **Apple ID** and **Password** then tap **Sign In**
3. The next screen will display the iTunes Store Terms and Conditions. Scroll to the bottom and tap the **Agree button**.
Tap **Agree** again when the confirmation appears.
4. The next screen will ask for you to allow iCloud to locate your iPad. Tap **OK**. This is required by the University to find the device if lost.

Setting up your email

University Staff email

1. From the Home screen, select **Safari** to open a web browser and enter **pchelp.flinders.edu.au** and select **Go**
2. Select **Public Profiles** then select **Email – Staff** then select **Install** a few times.
3. Enter your **full email address** (eg fred.blog@flinders.edu.au) then select **Next**
4. Enter your **FAN@flinders.edu.au** (eg blog0001@flinders.edu.au) then select **Next**
5. Enter your **Password** then select **Next** then select **Done**

Non University email

1. From the Home screen, tap **Settings** and then tap **Mail, Contacts, Calendars**
2. Tap **Add Account**
3. If your email is one of the options displayed select it and follow the prompts. If it's not displayed select **Other**
4. Tap **Add Mail Account** and enter your details then follow the prompts. You will need the email server detail when filling in the remaining fields. These are available from your email provider.

Backing up your iPad

Your device is backed up to iCloud each time you are: charging with the power adaptor, connected to Wi-Fi and the screen is locked

1. From the Home screen, tap **Settings** and then tap **iCloud**
2. Tap **Store & Backup**
3. Tap the iCloud Backup **Off** button; this will then turn to an **On** button. Tap **OK**
4. Tap **Back Up Now** to start the process. This will happen automatically from here on.

Setting changes

To change settings tap **Setting** on the home screen. Some of the setting changes suggested are:

- Location Services – turn on
- General
 - Sounds – turn off keyboard clicks and any other notifications you don't want
 - Auto-Lock – change time of screen lock to 10min. You can still manual lock.
 - Passcode Lock – Turn Passcode on and enter 4 digit code
 - Slide Switch – change to Lock rotation

Updating your iPad

1. From the Home Screen, tap **Settings** and then tap **General**
2. Tap **Software Update**
3. It will check for any software updates and apply them. You may be asked to confirm the install.

Recommended iPad Applications

To install apps go to **Store** on the home page. Type the name of the app into the search box. Select from the list and click **install**.

If it has a cost, this will be charged to your credit card automatically.

Free



White Pages



Yellow Pages



Evernote



Dropbox

Pay



iAnnotate
\$10.49



Quickoffice Pro HD
\$20.99