Setting up your ipad - pupil

Setting up the ipad is fairly simple – just follow the instructions as it builds. Put a piece of card with your name on under the ipad so it can be returned if you leave it lying around. Please note before you start you MUST have logged into the classroom computer system in the last couple of weeks so some background settings are applied to your records.

Switch it on, if you are setting up in school & are asked to choose a wifi service choose **SBC-Inspire-Learning.** The password is **education**

You will need to click a couple of screens until you reach remote management. Put your

classroom-computer-user-name	**eg jsmith120**
your classroom computer password	**eg jellybeans2020**

into the two boxes.

When asked if you want to enable location services tap yes.

The tablet will continue setting itself up until it will eventually get to a final screen with the icons on it. Pop ups will appear – **set up your access pin as your birthday**. So if your birthday is 31st July 2005 set your pin as 310705

When asked for the proxy authentication you need to enter:

cluster1\classroom-computer-user-name	**eg cluster1\jsmith120**
classroom computer system password	**eg jellybeans2021**

Make sure you use the \ icon and not the / icon. This is VERY important!

All Apple IDs have been altered to the **jsmith120@ea.scotborders.sch.uk** format. This is the ONLY time you need this particular email address. If you haven't changed it then the pin will be 123456. You should have been told to change it to your date of birth.

Once its finished setting up Outlook will be on your home screen. Log in with your **Glow email address** & tap yes when the “Authenticator” button pops up

To get Teams / Satchel:One etc you need to go into the Self Service portal.
The self service portal may take 20-30 minutes to appear
Tap on whatever you need.

For Satchel:One you will need to log in using the ***LOG IN USING OFFICE 365*** option second up from the bottom**.**

Use your Glow email address **eg jsmith120@glow.sch.uk**

One last thing – go into in the setting – updates section & make sure auto updates is switched on.

That should be it!