



## Here's your new iPad

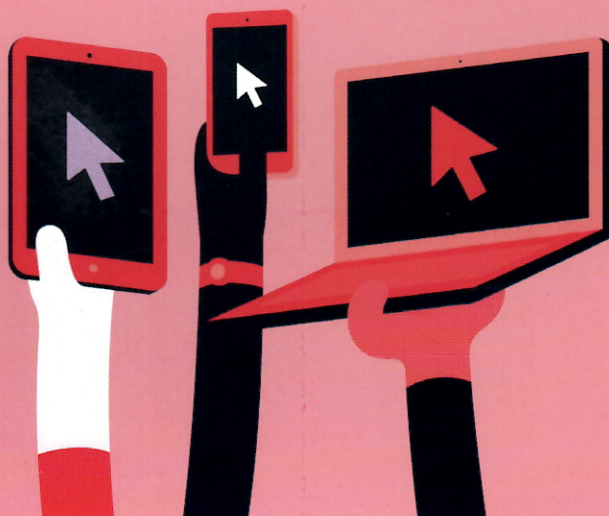
You can use the enclosed guide to set up your new iPad.

If you've never used an iPad before don't worry, your Digital Champion can help you set it up and get started.

They can also help you do what you need to online. For example:

- set up video calling so you can keep in touch with friends and family
- order groceries
- keep up to date with news and current affairs

Your iPad and internet access are free, so they're not going to cost you anything to use.







**Get more device support and helpful  
information on getting started online at  
[start.connecting.scot](https://start.connecting.scot)**

Connecting Scotland is a Scottish Government initiative being managed by the Scottish Council for Voluntary Organisations.

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# How to set up your iPad

When you turn your iPad on it will take you through all the steps on screen.

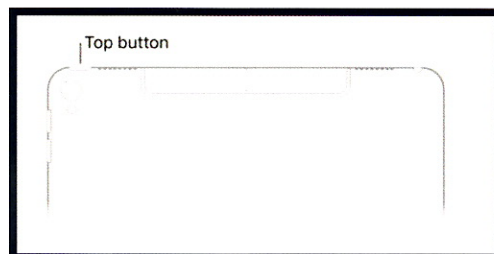
This guide also describes each step. If you need help or have a question, call 0800 107 6285 at any time to speak to Apple Support.

Before you start, make sure you also have your mobile Wi-Fi switched on.

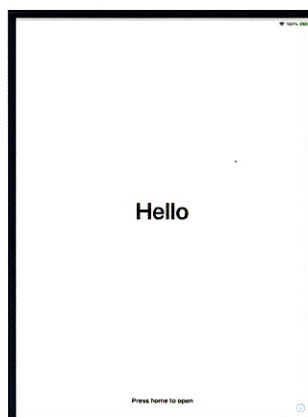
We have provided a guide to help you set up your mobile Wi-Fi devices.

## Step 1

Press and hold the power button (on the top edge) until you see the Apple logo on screen.



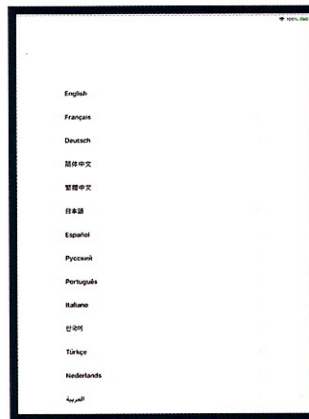
When you see 'Hello' in different languages, press the 'Home' button to get started. This is the round button on the front of the iPad.



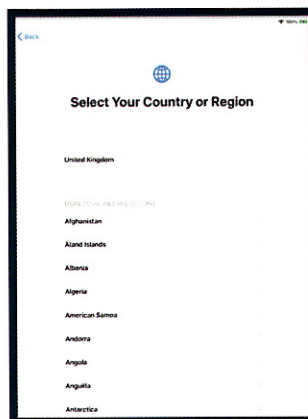


# How to set up your iPad

Choose your language.



Tap your country or region.



## Step 2

Quick start helps you set up your new iPad from another device.

If you don't have another device tap 'Set up manually' to carry on.



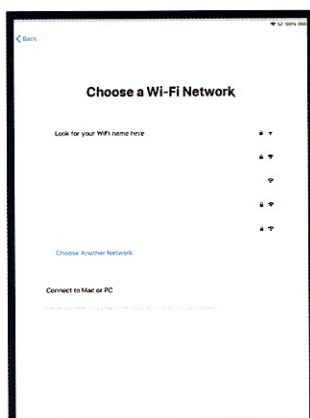
## Step 3

You need to connect to a Wi-Fi network to carry on setting up your device. A Wi-Fi network connects your iPad to the internet.

Tap the Wi-Fi network you want to use.

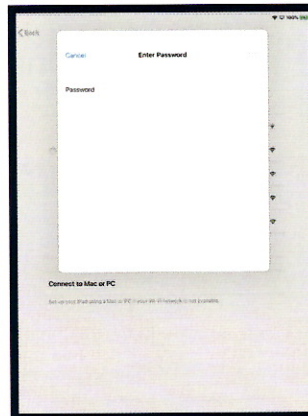
The Network is the name of the mobile Wi-Fi that comes with your iPad.

It will be on the label on the side of the mobile Wi-Fi box.

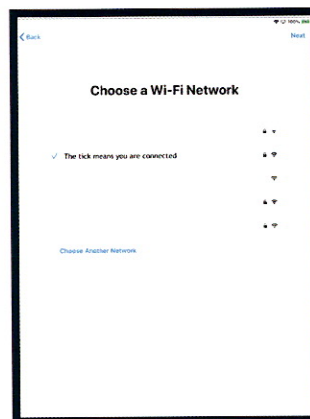


# How to set up your iPad

Enter the password for your mobile Wi-Fi device. This will be on the side of the mobile Wi-Fi devices box.



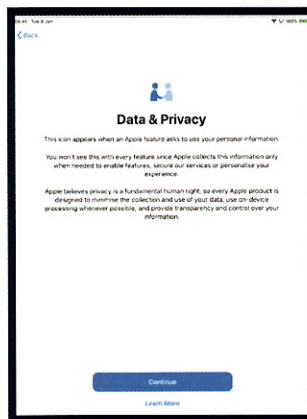
The blue 'tick' means you are connected to the internet now.



## Step 4

Tap 'Learn More' to find out more about data and privacy.

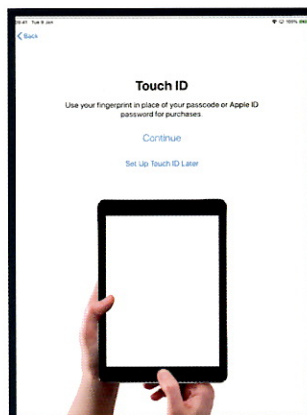
Otherwise tap 'Continue'.



## Step 5

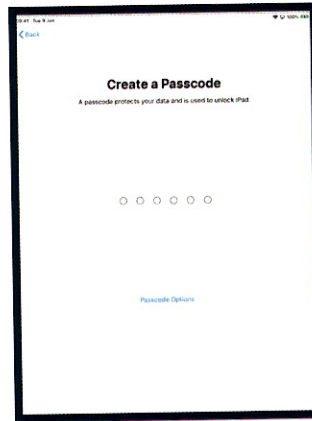
Using Touch ID means you can use your fingerprint to unlock your iPad. If you'd like to use Touch ID tap 'Continue' and follow the instructions.

If you pick 'Set Up Touch ID Later' you'll be asked if you are sure. Pick 'Don't Use' to continue.



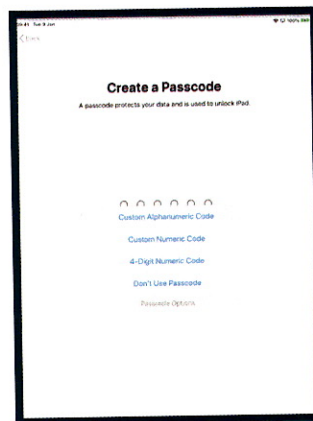
# How to set up your iPad

Or you can set a 6-digit passcode to help protect your information.



Tap 'Passcode Options' if you'd like a:

- 4-digit passcode
- a passcode you make up yourself
- no passcode

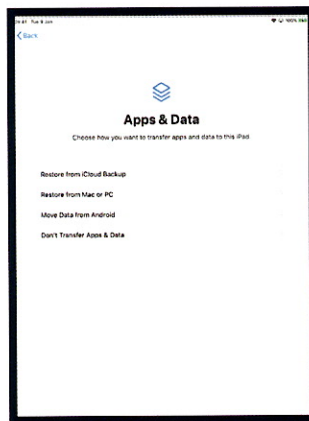




## Step 6

You can restore or transfer your data from your old device to your new iPad.

If you don't have data to transfer, or an old device, pick 'Don't Transfer Apps & Data'.



## Step 7

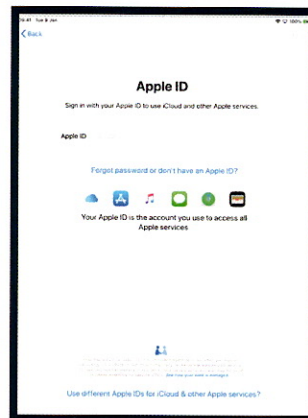
Your Apple ID is the account you use to:

- get support from AppleCare if something goes wrong with your iPad
- buy music, films, and TV shows from the iTunes Store

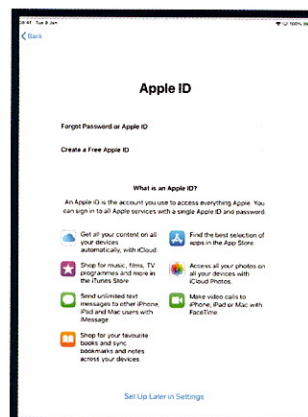
If you already have an Apple ID you can enter it, and your password, on this screen.

If you don't have an Apple ID tap 'Forgot password or don't have an Apple ID?'

# How to set up your iPad

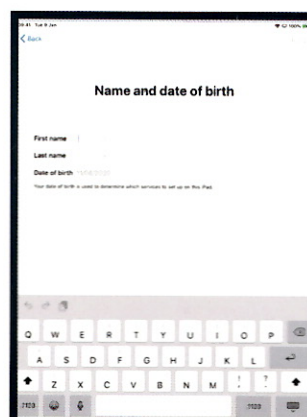


You'll be taken through the steps to make one. Pick 'Create a Free Apple ID'.

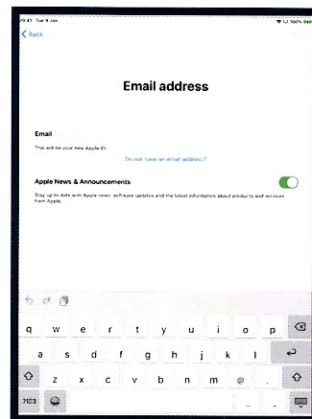


You will be asked to enter:

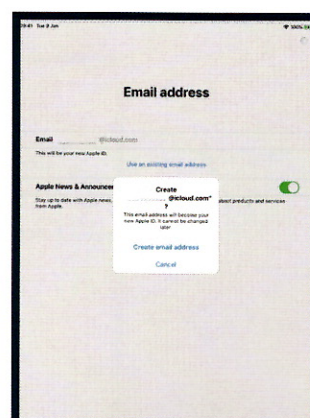
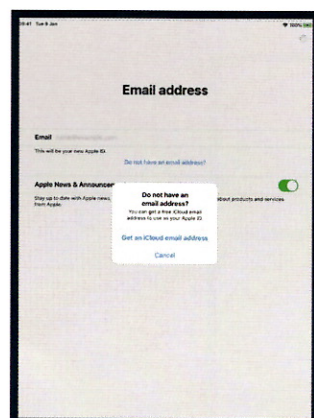
- your name
- your date of birth
- an email address



If you don't have an email address pick 'Do not have an email address?' then 'Get an iCloud email address'.



Pick 'Get an iCloud email address'





# How to set up your iPad

You should create a strong password. A strong password helps you:

- keep your personal information safe
- protect your emails and files
- stop someone else from getting in to your account

Do not create a password that's easy to guess.

For example, on that's based on names of your family members, letters that are next to each other on the keyboard for example QWERTY or personal info like your date of birth.

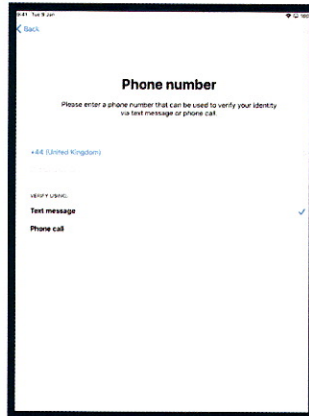
Create a unique password made up of a combination of words, numbers, symbols, and upper and lower-case letters.

Do not forget to write your password down for your own records and keep it somewhere safe.



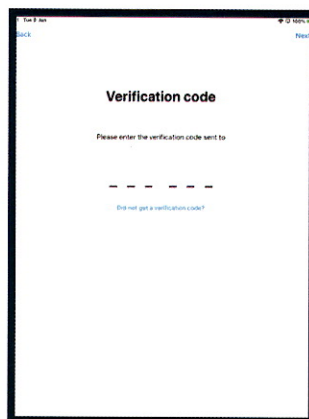
You may be asked to enter a phone number to check your identity.  
Enter your phone number

Pick either 'text message' or 'phone call'

A screenshot of a mobile application interface. At the top, there is a status bar showing 'Tue 9 Jan' and a battery icon. Below the status bar is a navigation bar with a 'Back' button. The main heading is 'Phone number'. Below the heading, there is a sub-heading 'Please enter a phone number that can be used to verify your identity via text message or phone call'. There is a text input field with a placeholder '+44 (United Kingdom)'. Below the input field, there is a label 'Verify using:' followed by two radio button options: 'Text message' (which is selected) and 'Phone call'. There is a small checkmark icon next to the 'Text message' option.

You will then receive either a phone call or a text message with a 6 digit number.

Enter this number.

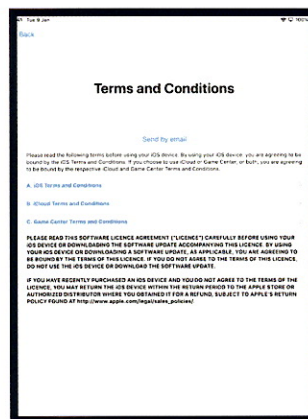
A screenshot of a mobile application interface. At the top, there is a status bar showing 'Tue 9 Jan' and a battery icon. Below the status bar is a navigation bar with a 'Back' button on the left and a 'Next' button on the right. The main heading is 'Verification code'. Below the heading, there is a sub-heading 'Please enter the verification code sent to'. There is a text input field with a placeholder '-----'. Below the input field, there is a link 'Did not get a verification code?'. There is a small checkmark icon next to the 'Next' button.

# How to set up your iPad

## Step 8

You will be asked to review the Terms and Conditions.

If you agree, pick 'Agree'



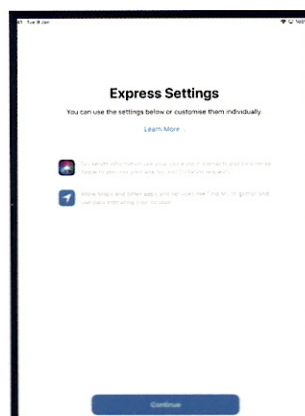
## Step 9

You will be asked if you want to share information with the technical staff who work for Apple.

Pick 'Learn More' to find out more information about this.

If you pick 'Continue' this will allow the sharing of information.

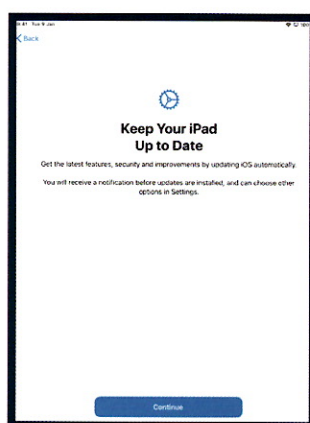
Pick 'Customise Settings' to change amend these settings.



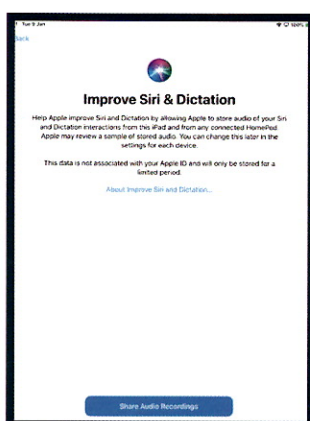


You will be asked if you want to allow iOS - the system that runs your iPad - to update automatically. Pick 'Continue' to accept this.

Updating settings helps keep you iPad running safely. Downloading updates uses data from your monthly allowance. You may want to pick 'Install Updates Manually' if you would rather decide when you install updates. Your iPad will tell you when updates are available.



You can also decide if you want to share audio recordings using Siri (the voice-activated helper on your iPad) with Apple.

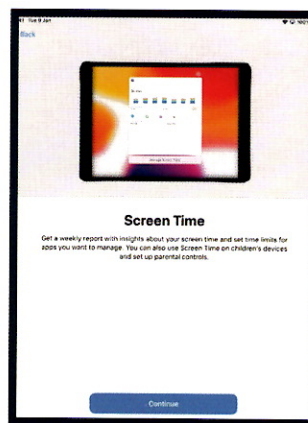


# How to set up your iPad

## Step 10

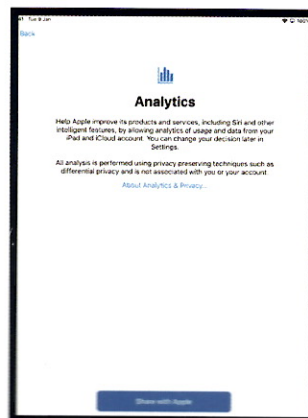
Screen Time gives tells you how much time you spend on your iPad. It also lets you set time limits for daily use.

You can set up Screen Time in 'Settings'. Tap 'Continue' to continue with set up.

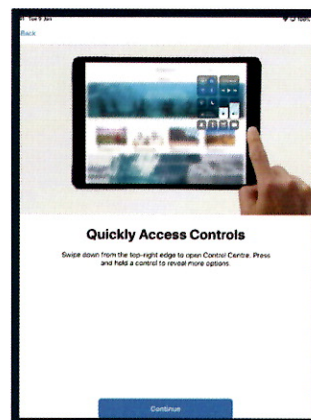
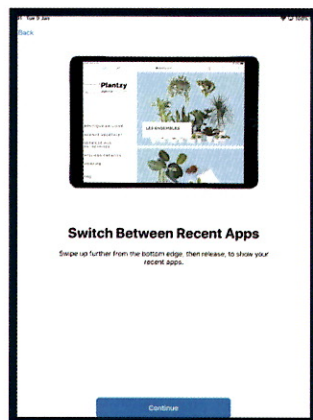
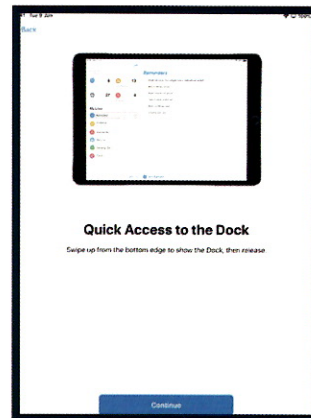
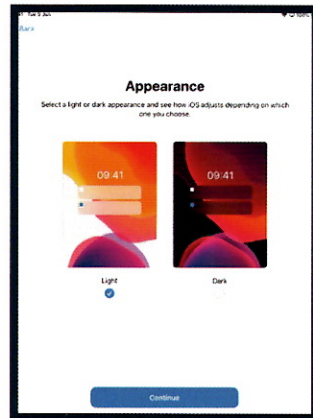


You will be asked if you want to share 'Analytics' data with Apple technical staff. You can pick 'About Analytics and Privacy' to learn more about this.

You can pick 'Share with Apple' if you agree, or 'Don't Share' if you don't want to share this information.



The next few screens will give you hints about using your iPad. Tap 'Continue' on each screen.

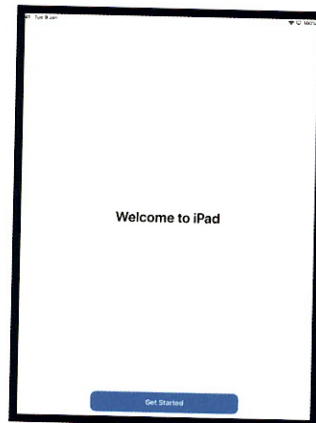




# How to set up your iPad

## Step 11

Your iPad is now set up. Tap 'Get Started'



This will take you to you 'Homescreen'





# Keeping safe online



It's important that you know how to keep yourself safe online. Here are some things you can do that will help:

- do not share your bank or debit card details unless you've been shown how to shop online safely.
- do not share any personal information, like your name or address, with people you don't know. The people you know shouldn't need to ask you for this information.
- do not share your passwords. Passwords are like keys to your house. If you give them to someone they can use them to get hold of your personal information.
- if you have any doubts about something do not do it. Ask your Digital Champion about what to do if you're not sure.
- the messages and photos you post on social media can leave a permanent online record. So be careful about what you put online.
- you should never post messages or photos of other people without their permission.







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