iPad: Initial Set-up Instructions

This document walks you through the initial set-up process. Please follow each step exactly as described to ensure that your iPad is configured correctly for student use. If you have any issues with the set-up process, please contact TechLine for assistance.

Note: Use the *Get to Know your iPad* document to confirm that your iPad is functioning correctly. If your iPad is not working correctly, please call 206-252-0100 or email: laptops@seattleschools.org
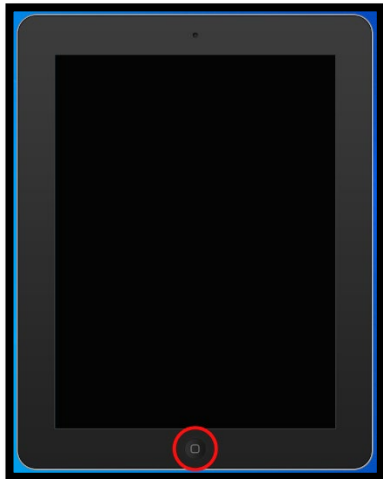
You will need the following for this process:
- SPS issued Apple iPad
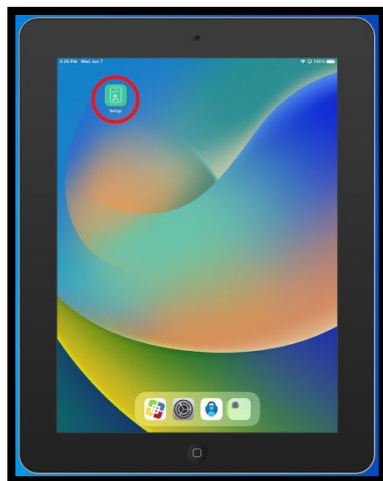- SPS Username and password

Initial Set-up Instructions:
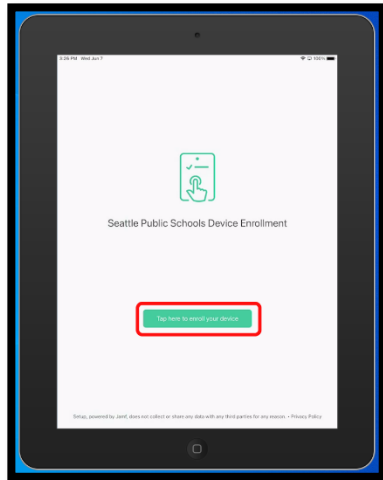After you turn your iPad on, tap through each of the following set-up screens

1. Press the iPad **Home button** on the *SPS Issued iPad*.
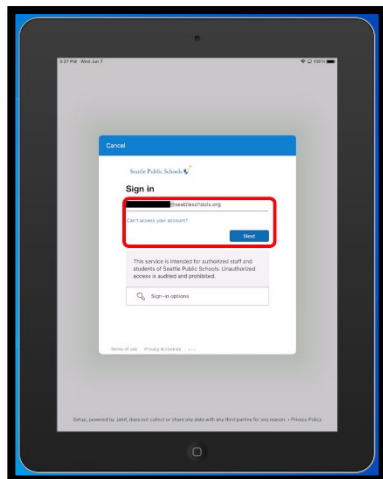

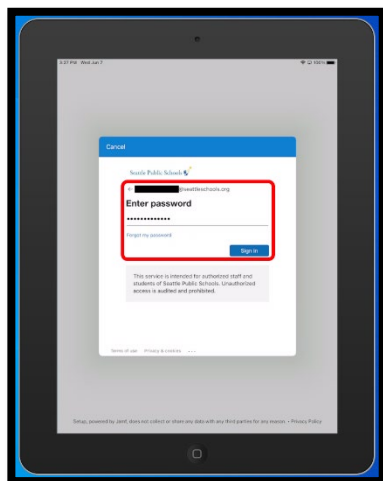2. Tap the **Setup** app on the *Home* screen.

3. Tap the **Tap here to enroll your device** button on the *Setup* screen.
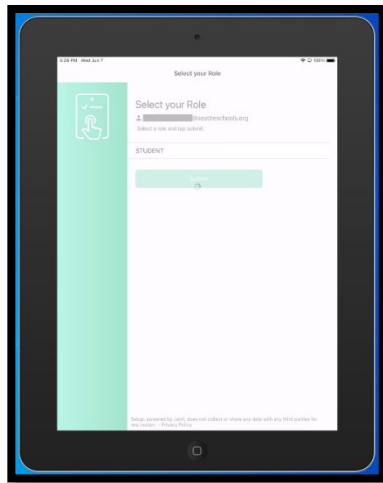

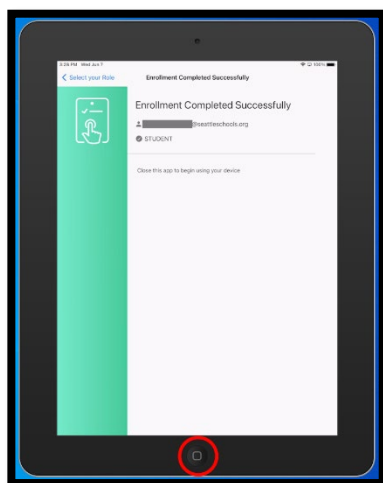4. Enter your **SPS Username** (with @seattleschools.org) and tap **Next**.

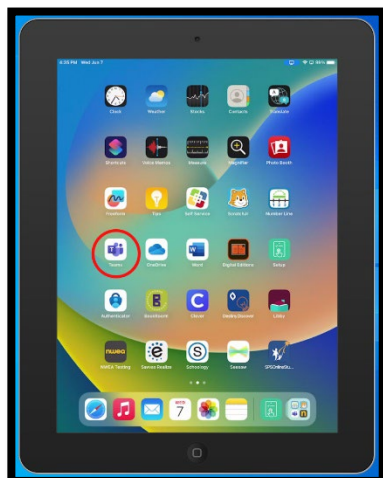5. Enter your **SPS Password** and tap **Sign In**.

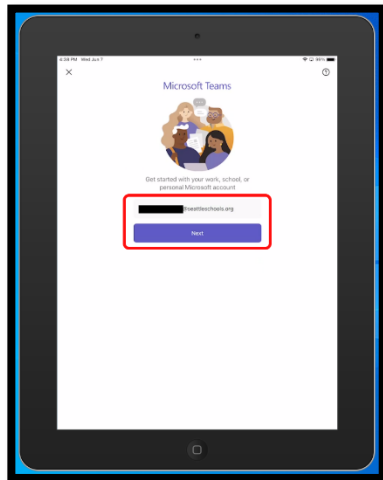6. The role assigned to your account should be automatically selected.

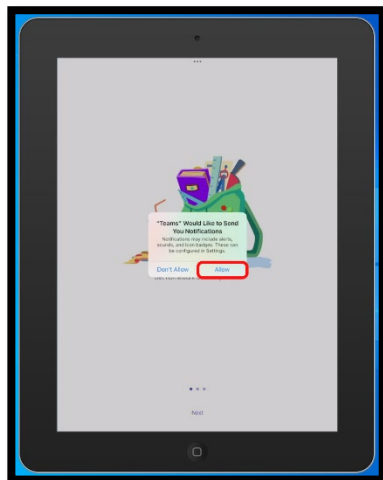7. Press the iPad **Home button** to close the *Setup* app.

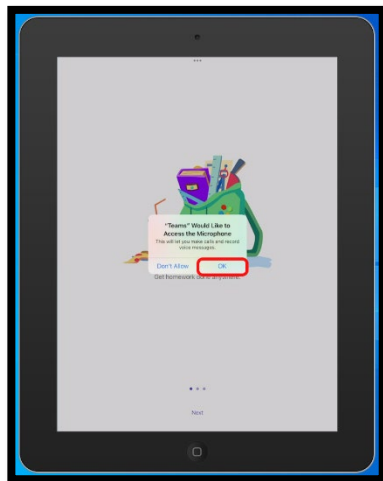8. Tap the **MS Teams** app on the *Home* screen.

9. Enter your **SPS Username** (with @seattleschools.org) and tap **Next**.

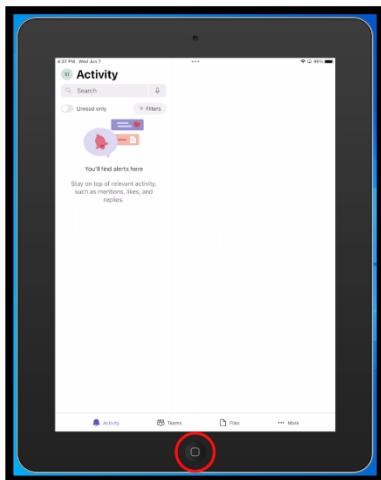10. Tap **Allow** at the *"Teams" Would Like to Send You Notifications* screen.

11. Tap **OK** at the *"Teams" Would Like to Access the Microphone* screen.

12. Tap **Next** twice through the opening screens and then **Got It** to complete the process.

13. Press the iPad **Home button** to close the *Setup* app.

14. Congratulations, you have successfully completed the enrollment process.