

Nundah State School

This document is part of Nundah's BYO iPad setup guide. For all documents and further information please visit:

https://nundahss.eq.edu.au/ourcurriculum/BringYourOwnDevice/Pages/setup.aspx

Setting up your child's iPad (General Settings)

This guide is the **second step** when setting up your child's iPad.

These are also the steps we run through with your children in school in Year 3 during initial setup.

Step 1: Name your child's iPad with their name and class.

- □ From the left menu choose 'General'
- □ Select 'About'
- □ Click on 'Name'
- Enter name Eg. John 3AB

6:41 pm Mon 16 Nov			🗢 81% 🔳)	6:24 pm Mon 16 Nov			🗟 81% 🔳)	6:24 pm Mon 16 Nov			♥ 81N ■)
		General				General	About		About	Name	
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						Model Name	in)				
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-		Fonts	>			Available	25.4 GB				
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\frown		Dictionary	>	Screen Time		Wi-Fi Address					
General						Bluetooth					
Control Centre		VPN Not	Connected >	General		SEID					

Step 2: Turn off "Background App Refresh"

- □ From the left menu choose 'General'
- □ Select 'Background App Refresh'
- □ Disable 'Background App Refresh' (Slide to grey = off)

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	About	> Ø		Background App Re	sfrach	
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Home Screen & Dock	Legal & Regulatory	>				

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Step 3: Enable Dictation

- □ From the left menu choose 'General'
- □ Select 'Keyboards '
- □ Allow 'Enable Dictation' (Slide to green = on)
- □ When prompted, select 'Enable Dictation'

Depending on the iPad model and iPad OS version, 'Enable Dictation' may appear in different places in this menu.

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0 am Sun 20 Nov		🗢 79% 🔳)-	10:10 am Sun 20 Nov		😨 79% 🔳 🕅	
Settings	General		Settings	Ceneral Keyboards		
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Display & Brightness			AA Display & Brightness	Text Devices week		/
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Accessibility	AirPlay & Handoff	>	Accessibility	ALL KEYBOARDS		
 Wallpaper Siri & Search 	Picture in Picture	>		Auto-Capitalisation		Enable Dictation?
Apple Pencil	iPad Storage		Wallpaper	Auto-Correction		Dictation sends information like y voice input, contacts and location
Touch ID & Passcode	Background App Refresh	2	Siri & Search	Check Spelling		Apple to process your requests
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Privacy & Security	Date & Time	>	Touch ID & Passcode	Shortcuts		Enable Dictation
	Keyboard	>	Battery	Predictive		
App Store	Gestures	>	Privacy & Security		-	Cancel
💌 Wallet & Apple Pay	Fonts	>		Smart Punctuation		L
-	Language & Region	>	App Store	Split Keyboard		
Passwords	Dictionary	>	Wallet & Apple Pay	Enable Key Flicks		
Mail				Slide on Floating Keyboard to Type		
Contacts	VPN & Device Management	>	Passwords	Delete Slide-to-Type by Word		
Calendar Notes	Legal & Regulatory	5	🖂 Mail	"." Shortcut		
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Voice Memos	Transfer or Reset iPad	>	Calendar	DICTATION		
Messages	Shut Down		Notes	Enable Dictation		

Step 4: Enable Dictionary

- □ From the left menu choose 'General'
- □ Select 'Dictionary'
- □ Make sure the items are ticked as pictured below

am Sun 20 Nov		🗢 79% 🔳)-	10:11 am Sun 20 Nov	
Settings	General		Settings	Ceneral Dictionary
() General	About	>		
Control Centre	Software Update	>	General	
Display & Brightness				English (UK) Oxford Dictionary of English
Home Screen & Multitas	AirDrop	>	Control Centre	
Accessibility	AirPlay & Handoff	>	AA Display & Brightness	English (UK)
🛞 Wallpaper	Picture in Picture	>		Owford Thesaurus of Epolish
Siri & Search			Home Screen & Multitas	Apple Dictionary
Apple Pencil	iPad Storage	>		Arabic-English
Touch ID & Passcode	Background App Refresh	>	(1) Accessibility	Arabic-English Oxford Arabic Dictionary – عربی-إنجلیزی • إنجلیزی عربی
Battery			🛞 Wallpaper	
Privacy & Security	Date & Time	>		Bengali-English Oxford Bengali Dictionaries - বাংলা-ইংরেজি • ইংরেজি-বাংলা
	Keyboard	>	Siri & Search	
App Store	Gestures	>	Apple Pencil	Cantonese, Traditional-English 英譯廣東口語詞典
Wallet & Apple Pay	Fonts	>		英薛廣東口證詞與
-	Language & Region	>	Touch ID & Passcode	Chinese, Simplified
Passwords	Dictionary	>		现代汉语规范词典
3 Mail	\smile		Battery	Chinese, Simplified
Contacts	VPN & Device Management	>	Privacy & Security	现代汉语同义词典
Calendar				Chinese, Simplified
Notes	Legal & Regulatory	>		汉语成语词典
Reminders	Transfer or Reset iPad		🙏 App Store	Chinese, Simplified-English
Voice Memos		>		牛津英汉汉英词典
Messages	Shut Down		Wallet & Apple Pay	Chinese, Traditional

Step 5: Lock Screen Passcode - All BYOD iPads should have a lock screen passcode You may have been asked to set this as part of the initial setup. If you wish to change or create a

You may have been asked to set this as part of the initial setup. If you wish to change or create a new passcode, see the instructions below. Students must tell their parents their code and should keep a record of it somewhere safe in case they forget it.

Please note: The school cannot assist with forgotten Lock Screen passcodes.

- □ Select 'Touch ID & Passcode' on the left menu (On iPad 10th gen, Air and Pro models, this option could be Face ID & Passcode)
- □ To add a passcode, select 'Turn Passcode On'
- □ To change a passcode, select 'Change Passcode'
 - You can chose from Alphanumeric (letters and numbers), 6 digit passcode or 4 digit passcode.



Step 6: Enable Speak Selection

- □ In the left menu select 'Accessibility'
- □ Select 'Spoken Content'
- □ Allow 'Speak Selection' and 'Speak Screen' (Slide to green = on)
- □ Turn 'Highlight Content' to 'On'

10:12 am Sun 20 Nov		☞ 79% ■)	10:12 am Sun 20 Nov		🗢 79% 🔳	P.	
Settings	Accessibility		Settings	CACCessibility Spoken Content			€ 79%
General	VISION		General				Spoken Content Highlight Content
Control Centre	Ø VoiceOver	Off >	Control Centre	Speak Selection A Speak button will appear when you select text.			
AA Display & Brightness	Doom Zoom	Off >	M Display & Brightness				Highlight Content
Home Screen & Multitas	(a) Hover Text	Off >	Home Screen & Multitas	Speak Screen	een to hear the	ss	Display a cursor around the selected its during Speak on Touch. Highlight text according to the forewing settings for Speak Selection and Speak Screen.
Accessibility	AA Display & Text Size	>	Accessibility	content of the screen.		ultitas	
Wallpaper	Motion	>	() Wallpaper	Speech Controller	Off >		us
Siri & Search	Spoken Content	5	Siri & Search		-		Sentences
Apple Pencil	Audio Descriptions	Off >	Apple Pencil	Highlight Content	Off >		Words and Sentences 🗸
-			Touch ID & Passcode	Highlight content as it is spoken.			SENTENCE HIGHLIGHT STYLE
Touch ID & Passcode	PHYSICAL AND MOTOR		Battery	Typing Feedback	5		Underline
Battery	Touch	>	Privacy & Security			de	Background Colour
Privacy & Security	Switch Control	Off >		Voices	>		subligiound corola
	Ø Voice Control	Off >	App Store	Default Language	>		
App Store	Home Button	>	Wallet & Apple Pay	Detect Languages			
Wallet & Apple Pay	Apple TV Remote	5		SPEAKING RATE			
-	Pointer Control	>	Passwords	@ <u> </u>	\$		
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🛛 🖂 Mail	U		Contacts	Pronunciations	>		

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Step 7: Disable Automatic Downloads and Offload Apps

- In the left menu select 'App Store' \square
- Disable 'App downloads' and 'In-App Content' as pictured (Slide to grey = off)
- Disable 'Offload Unused Apps' (Slide to grey = off)



You may wish to keep the automatic download features enabled, however this could result in students accidentally using up their internet quota at school.

For this reason, we recommend turning it

This does require students to periodically check for app updates in the App store.

Step 8: Turn off iCloud features

(As iCloud stores information overseas, it is blocked by the Education Department) This means that this step cannot be properly performed at school.

In the left menu select your account (at the top)

Select 'iC	loud'			
Settings			Apple ID	
A Search Your name	>		Your name	
Aeroplane Mode		Jame, Phone Nu		>
	F	Password & Seco	irity	>
WI-FI Go Go Gadget Internet 5G	F	Payment & Deliv	ery	>
8 Bluetooth On	s	Subscriptions		>
Mobile Data Off				
_		iCloud	\sim	>
1 Notifications		🙏 Media and	Purchases	>
Sounds		Find My		>
C Do Not Disturb		🚢 Family Sha	ring	>
Screen Time				
			$\tilde{\gamma}_{i}^{l_{i}}$	
General General				
Control Centre			Sign Out	
🗚 Display & Brightness				
😛 Home Screen & Dock				
Accessibility				

Step 8: Turn off iCloud features (continued)

Click 'Sh	ow All'		
2 am Sun 20 Nov Settings	Apple ID	iCloud	
NT Nundah Test Apple ID, iCloud, Media & Purchases	iCloud		35 KB of 5 GB Used
TTA Family			
	Manage Account Storage	,	>
Finish Setting Up Your iPad 🚺 >	APPS USING ICLOUD		
> Aeroplane Mode	Second Photos		On >
🛜 Wi-Fi Go Go Gadget Internet 5G	iCloud Drive		On >
Bluetooth On	iCloud Mail		On >
Mobile Data Off	Passwords and Key	chain	Off >
\sim	Show All	>	>
Notifications			
Sounds	DEVICE BACKUPS		
C Focus	iCloud Backup		On >
Screen Time			

You may wish keep iCloud Backup enabled. This means if your iPad is damaged or broken you can restore from backup.

As we don't know where Apple stores iCloud data, we cannot officially endorse this option but it may be useful.

iCloud cannot backup at school due to network restrictions.

- Disable all options that you can (Slide to grey = off)
 You may need to scroll down to turn off additional items.
- See below for information on turning off the top options (e.g. 'Photos, iCloud Drive, etc..)

:54 am Sun 20 Nov		중 84% ■
Settings	Cloud Apps using iCloud	
NT Nundah Test Apple ID, iCloud, Media & Purchases	Manage how apps and features on this iPad sync with iCloud.	
TT TA Family	🌸 Photos	Off >
	iCloud Drive	Off >
Finish Setting Up Your iPad 🛛 🚺 🚿	iCloud Mail	Off >
	Passwords and Keychain	Off >
Aeroplane Mode	Notes	Off >
🛜 Wi-Fi Go Go Gadget Internet 5G	Messages	Off >
Bluetooth On	Contacts	
Mobile Data Off	Calendars	
	Reminders	
Notifications	💋 Safari	
Sounds	News	
Focus	Stocks	Õ
Screen Time	Home	Õ
General	Wallet	Ŏ

*Contacts

If Managing Contacts through Screen Time, Contacts will need to be left on. See 'Screen Time and Parental Controls' document for more information.

*Passwords and Keychain may be left on if parents choose so.

Step 8a: iCloud Photos

- Select photos as in Step 8
- Disable 'Sync this iPad' (Slide to grey = off)
- Disable 'Shared Albums'

When prompted, press 'OK'



Step 8b: iCloud Drive

- □ Select '*iCloud Drive*' as seen in Step 8
- □ Disable 'Sync this iPad' (Slide to grey = off)
- □ If prompted, press 'Turn Off Syncing iCloud Drive'



Step 8c: iCloud Mail

- □ Select '*iCloud Mail*' as seen in Step 8
- If you do not wish for your student to use this mailbox, Disable 'Use on this iPad' (Slide to grey = off)

iCloud Mail	
Use your existing iCloud Mail account on this iPad or set up a free "@icloud.com" en address. Learn More	ail
Use on this iPad	\supset
🔀 Custom Email Domain	>
Set up iCloud Mail to work with your own custom domain. Learn more.	
iCloud Mail Settings	>

Please note: Students have a school email address to use for in-school communication.

Step 8d: Notes (optional)

- □ Select 'Notes' as seen in Step 8
- □ Disable 'Sync this iPad' (Slide to grey = off)
- □ You may be prompted to remove all notes. If you do not wish to, Notes can be left on.



Please note: Students have a school email address to use for in-school communication.

Step 9: Turn off Notifications

□ In the left menu select 'Notifications'

Select each item in 'Notification Style', then disable 'Allow Notifications' (Slide to grey = off)

	Notifica	tions			
			10:56 am Sun 20 Nov		• 70% 🔳
Settings				Notifications Game Center	
This iPad is supervised and managed by Nundah State School. Learn more about	Scheduled Summary	Off >	Cattingua		
device supervision	Show Previews	Always >	Settings	Allow Notifications	
NT Nundah Test Apple ID, ICloud, Media & Purchases	Screen Sharing	Notifications Off >	Q Search	Allow Notifications	
TTTA Family	SIRI		This iPad is supervised and managed by Nundah State School. Learn more about	t	
Paniny	Siri Suggestions	>	device supervision		
Aeroplane Mode	Choose which apps can suggest Sho NOTIFICATION STYLE	rtouts on the lock screen.	NT Nundah Test Apple ID, iCloud, Media & Purchases		
Image: Wi-Fi Go Go Gadget Inte Bluetooth On	Comp Portal	>	TTTA Family		
Mobile Data Off	FaceTime Banners, Sounds, Badges	>	Aeroplane Mode		
Notifications	Find My Deliver Quietly	>	Repeat for every		
Sounds	Game Center Banners, Sounds, Badges	>	item in this list,		
Focus	Home Deliver Quietly	>	particularly		
Screen Time	iDoceo off	×.	games.		
General	Messages Banners, Sounds, Badges	>	Teachers may individually		
Control Centre	Screen Time Banners, Sounds	>	request to turn		
AA Display & Brightness	7 Tips	5	on particular apps		
Home Screen & Multitas	Tracking Notifications Banners, Sounds	5	for learning		
Accessibility			-		
🛞 Wallpaper	Wallet Deliver Quietly	>	purposes 'e.g. Calendar'		
Siri & Search	Word	5	Calenual		

Parents may choose to leave some notifications on such as 'Find My' or change the notification to deliver quietly.

To deliver quietly:

- □ Select the app in Notification Style as above
- □ Turn off *'Lock Screen'* and *Banners'* (Tap)
- □ Turn off 'Sounds' and 'Badges' (Slide to grey = off)



Step 10: Activate Find my iPad

- □ In the left menu select 'Privacy'
- Select 'Location Services'

Settings	Privacy	
(III) Sounds	Location Services	On >
C Do Not Disturb	S Tracking	>
Screen Time		
	Contacts	>
General	Calendars	>
Control Centre	Reminders	>
Display & Brightness	🌸 Photos	>
Home Screen & Dock	8 Bluetooth	>
1 Accessibility	Local Network	>
Wallpaper	U Microphone	>
Siri & Search	Speech Recognition	>
Apple Pencil	Camera	>
Face ID & Passcode	👌 HomeKit	>
Battery	🗾 Media & Apple Music	>
Privacy	Files and Folders	>
	-	

Privacy

□ Select 'Share my location'

Settings	Privacy	Location Services	
Sounds	Loc	cation Services	
C Do Not Disturb	Loc	cation Alerts	>
Screen Time		ation Services uses Bluetooth and crowd-sourced Wi-Fi hotspot locations to roximate location. About Location Services & Privacy	determine your
General	Shi	are My Location	>
Control Centre			
AA Display & Brightness		App Clips	>
Home Screen & Dock		App Store	Never >
(1) Accessibility		Calendar	Never >
🛞 Wallpaper	0	Find My	✓ While Using >
😽 Siri & Search	8	Maps	Ask >
Apple Pencil	G	System Services	
Face ID & Passcode		es that have requested access to your location will appear here. A hollow arrow indicates that an item may receive your location under certain	n conditions.
Battery	1	A purple arrow indicates that an item has recently used your location.	
Privacy	1	A grey arrow indicates that an item has used your location in the last 24 hour	5.
Select ' <i>Find my iPa</i>	ď		

Settings	Location Services	Find My
Sounds	Find My iPad	Off >
C Do Not Disturb	Enables your iPad and other supported	d accessories to be shown on the map.
Screen Time	My Location	This Device
General	Share My Location	0
Control Centre	on HomePod, and use automations in t	ends in Messages and Find My, make personal requests using Siri the Home app.
Display & Brightness	FAMILY gmemblen@hotmail.con	n >
Home Screen & Dock	gmemblen@icloud.com	5
Accessibility	thewhitesalamanda@ho	otmail.com >
🛞 Wallpaper	thewhitesalamanda@ick	loud.com
Siri & Search	Family members you share location wit	th can also see the location of your devices in Find My.
Apple Pencil		
Face ID & Passcode		
Battery		

Step 10: Activate Find my iPad (continued)

- □ Enable '*Find my iPad*'
- □ You may choose to enable the other options below as well.



Step 11: Update and configure iPadOS downloads

- □ From the left-hand menu select 'General'
- □ From the right-hand menu, select 'Software Update'

Settings	
	About
	Software Update 1 >
	AirDrop
Update Apple ID Settings (1)	AirPlay & Handoff
	Picture in Picture >
Aeroplane Mode	
🛜 Wi-Fi idet	iPad Storage
Bluetooth Or	Background App Refresh
Notifications	Date & Time
Sounds	
Focus	Keyboard
Screen Time	Fonts
Screen Time	Language & Region
	Dictionary
General 1	

We recommend changing settings to Automatic Download but not Automatic Install. This is to minimise the impact of unexpected iPad updates during key learning time.

General

Select 'Automatic Updates'

	Ceneral	Software Update	
Settings This IPad is suparvised and managed by Nundah State School. Learn more about device supervision	<	Automatic Updates	Download Only >
GE Gareth Emblen Apple ID, iCloud, Media & Purchases		15 iPadOS 15.0.2 Apple Inc. Downloaded iPadOS 15.0.2 includes bug fixes and important security updates for	your iPad.

Step 11: Update and configure iPadOS downloads (continued)

- □ Select 'Download and Install' or 'Install now'. It can take up to 10 mins.
- □ Disable '*iPadOS Updates*' (Slide to grey = off)
- □ Leave the other options enabled (green)
- □ Select '<Software Update' to return to the previous screen.

\triangleleft	Software Update Automatic Updates	
	AUTOMATICALLY INSTALL	
	iPadOS Updates)
	Security Responses & System Files	
	Automatically install iPadOS software updates when this iPad is connected to Wi-Fi, charging and locked.	
	AUTOMATICALLY DOWNLOAD	
	iPadOS Updates	
	iPadOS software updates, Rapid Security Responses and system files can be automatically downloaded and prepared for installation.	

 If you have a pending update, press 'Install Now' This can take up to 10 minutes and the iPad will restart.

Ceneral	Software Update				
	Automatic Updates	Download Only >			
	15 iPadOS 15.0.2				
	Apple Inc. Downloaded iPadOS 15.0.2 includes bug fixes and important security updates for your iPad.				
	For information on the security content of Apple software updates, please visit this website: https://support.apple.com/kb/HT201222				
	Learn more				
(Install Now				

Please note: If it says, 'iPadOS is up to date' then you do not need to do anything.

Congratulations, you have completed 'Setting up your child's iPad (General Settings)'.

Next: refer to instructions on *Downloading Apps through Intune's Company Portal* OR Setting up Screen Time and Parental Controls.