



CHEAT SHEET FOR IPAD SETUP

All of the information on this sheet can be found in greater detail with video on the Walton County Public Schools Website under the eSMART link. (www.Walton.k12.ga.us)

- I. Getting online.** You will need to join the wireless network at school by the following steps.
- Go to Settings, click on wifi, click on the WCSD option.
 - Enter the Student proxy
 - Username =student\firstname.lastname
 - Password=student ID (also lunch number)
 - Accept the Verification, a check mark will appear beside WCSD and a wireless signal will appear.
 - To get online at home you will need to join your wireless connection and then you will be prompted to enter your student proxy information.

II. Setting Up the Sleep Mode

- Go to Settings, click on General, click on Auto-lock, make a selection of 2-15 minutes or never. The recommended setting is 2 minutes for security reasons as well as to save your battery life.

III. To Set up a (free) Apple ID

- Click on the App Store on the device, find a free app to load.
- Click on Free, Install App.
- Click on Create New Apple ID, choose the country, then done. Agree to the terms and conditions.
- Enter an email address, security questions, birthday and create a password
- You have the option of entering a rescue email, may be a good option for parents.
- Select None as a payment option, fill out the fields. Click verify the account, and done. Check your email for verification.
- Click the link, enter your account name and password.

You will need to have an alternate personal email to set up the Apple ID

IV. To set up iCloud

- iCloud is a backup in case anything happens to the ipad. The backup will occur whenever it connects to a wireless network and is plugged in.
- Go to settings, choose iCloud, and enter Apple ID, tap sign in.
- Tap on Storage and Backup at the bottom of the screen, turn on iCloud backup and click OK.
- You can also enable the Find My iPad which will be helpful for finding lost or stolen ipads.

V. To Setup School Gmail:

- Go to Settings and choose mail, contacts, calendars. Select Gmail.
- Enter school email address: firstname.lastname@student.walton.k12.ga.us
- Enter your school number (lunch number) for the password
- Enter a description such as LHS Email, My School Gmail, etc. Tap Next, Tap Save.

If for some reason, it says your user name and/or password will not work, it may be because you did not use your school email last year. If this is case, go to Safari on your iPad and type wcpsmail.org on the address bar. Once the page loads, choose Student as the domain. Then type in firstname.lastname@student.walton.k12.ga.us for the User name and your Student ID number as the Password. Once you have accessed your email, you will need to go back to your iPad Settings and follow the instructions above.