

# iPad Training

## Section 2: Orientation

iPad Pro 12.9 inch  
4<sup>th</sup> Generation  
Wi-Fi

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[iPad User Guide, Apple, Inc. 2021](#)

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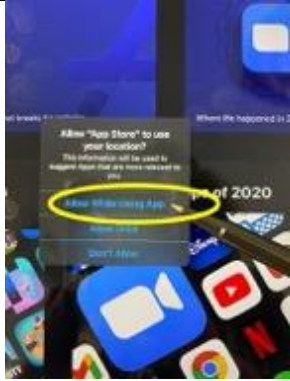
Set Up and Tip Task Sheets for  
iPad Pro 12.9, 4th Generation, Wi-Fi





## Section 2: **ORIENTATION**





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# App Store Set Up




<p>68. Select <b>“App Store.”</b></p>	 A photograph of an iPad home screen. The App Store icon is circled in yellow. A hand is holding a red stylus, pointing at the icon.
<p>69. <b>What’s new</b> – only shows up at set up or right after updates.</p> <p>Select <b>“Continue.”</b></p>	 A photograph of the App Store 'What's New' screen. The 'Continue' button at the bottom is circled in yellow. A hand is holding a red stylus, pointing at the button.
<p>70. Select <b>“Allow While Using App.”</b></p>	 A photograph of a location permission dialog box. The 'Allow While Using App' option is circled in yellow. A hand is holding a red stylus, pointing at the option.


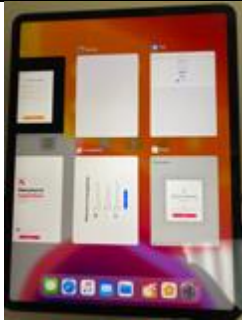


<p>71. <b>Select “Search”,</b> bottom right of screen.</p>	 A photograph of an iPad home screen. The screen shows several app icons and widgets. A green circle highlights the Search icon in the bottom right corner of the screen.
<p>72. <b>Initial app search</b> – touch Search Bar (top center); a keyboard will appear to type an App name to search.</p>	 A photograph of an iPad screen showing the search bar at the top. A keyboard is visible at the bottom of the screen, indicating that the search bar has been activated.
<p>73. <b>Select “Search”</b> on keyboard.</p>	 A photograph showing a hand holding a green stylus. The stylus is touching the 'Search' key on the virtual keyboard displayed on the iPad screen.
<p>74. <b>Find app</b> and select <b>“Get.”</b> Example: <b>“Text Me.”</b></p>	 A photograph of an iPad screen showing search results for the 'Text Me' app. The app is highlighted with a green stylus. The screen displays the app's name, a description, and a 'Get' button.

<p>75. <b>Sign in</b> with “existing Apple ID.”</p>	
<p>76. <b>Select “Review.”</b></p>	
<p>77. <b>Complete your Apple ID- Agree to Terms and Conditions; select “Next.”</b></p>	
<p>78. <b>NONE</b> - choose your payment option as some Apps do require purchasing and are <b>NOT FREE!!!</b> For now, select <b>“NONE.”</b></p>	



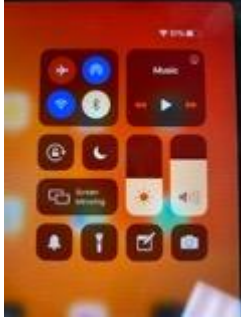

<p>79. <b>Select “Next.”</b></p>	
<p>80. <b>Complete your Apple ID</b> - complete the sections in red.</p>	
<p>81. <b>App Store Complete</b> – select <b>“Continue.”</b></p>	

# Gestures (Getting around on the iPad Pro)





<p>82. <b>Open Apps:</b> Press finger on bottom of iPad and swipe up halfway and this will show the open and running applications.</p>	 A photograph of an iPad Pro displaying the multitasking view. The screen is divided into four panels, each showing a different app in use. The dock is visible at the bottom of the screen.
<p>83a. <b>Closing open apps</b> – Press on an open App by sliding up on each App. <b>Too many open apps may cause the iPad to run slower than normal.</b></p>	 A photograph showing a hand interacting with the multitasking view. The index finger is sliding upwards on the top edge of one of the app cards, which is a gesture used to close the app.
<p>83b. <b>Closing apps.</b></p>	 A photograph showing a hand interacting with the multitasking view. The index finger is sliding upwards on the top edge of one of the app cards, demonstrating the gesture to close an app.





<p><b>86. To view open apps</b> – to view open apps, swipe up from bottom, halfway up the screen.</p>	
<p><b>87. View of open apps.</b></p>	
<p><b>87. Find specific app</b> - swipe right or left to find specific app. Touch to open.</p>	
<p><b>88. Open app to Home Screen</b> – to get to Home Screen from open app, swipe up from the bottom.</p>	


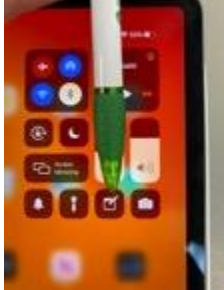



<p>89. <b>Open the Control Center</b> – to open swipe down from the top right-hand corner.</p>	
<p>90. <b>Control Center</b> - gives instant access to useful controls.</p>	
<p>91. <b>Close the Control Center</b> - swipe up from the bottom of the screen.</p>	
<p>92. <b>Airplane mode</b> – a setting that switches off the iPad’s connection to cellular and Wi-Fi networks. This makes the device ready to use in an airplane. <b>Touch the airplane button</b> to turn on.</p>	



# Control Center

<p>93. <b>Wi-Fi</b> – connecting to the internet using wireless or Wi-Fi access. <b>Touch the Wi-Fi button</b> to turn on or off. If not lit up, the Wi-Fi is turned off.</p>	 A close-up photograph of the iPad Control Center. The Wi-Fi button, which is a blue square with a white Wi-Fi symbol, is highlighted with a green pen tip. Other icons like Airplane Mode, Bluetooth, and Music are visible above it.
<p>94. <b>Bluetooth</b> - used to communicate wirelessly with a compatible headset or keyboard. <b>Touch the Bluetooth button</b> to turn on or turn off.</p>	 A close-up photograph of the iPad Control Center. The Bluetooth button, which is a blue square with a white Bluetooth symbol, is highlighted with a green pen tip. The Wi-Fi button is visible above it.
<p>95a. <b>Rotation lock on</b> - touch the <b>button</b> to lock the screen orientation so that it doesn't change when the iPad is rotated.</p>	 A close-up photograph of the iPad Control Center. The Rotation Lock On button, which is a blue square with a white rotation lock symbol, is highlighted with a green pen tip. A red circle is drawn around the button, and the text "Rotation Lock On" is written above it.
<p>95b. <b>Rotation lock off</b> - leave the button dark and then the screen orientation will change when iPad is rotated.</p>	 A close-up photograph of the iPad Control Center. The Rotation Lock Off button, which is a dark square with a white rotation lock symbol, is highlighted with a green pen tip.



<p>96. <b>Do not disturb</b> – touch the button to turn on. Stops notifications, alerts and calls from making noise, vibration or lighting the screen.</p>	
<p>97. <b>Screen Brightness</b> – slide the button on the screen to adjust the brightness of the screen.</p>	
<p>98. <b>Volume control</b> – slide the button on the screen to adjust the volume.</p>	
<p>99. <b>Flashlight</b> – tap the button to turn on the flashlight. Tap again to turn it off.</p>	

<p>100. <b>Silent mode</b> – turns ALL tablet sounds off. Press the sound mode button to turn silent mode on or off.</p>	 A close-up screenshot of the iPad Control Center. The 'Sound Mode' icon, which shows a speaker with a slash through it, is highlighted by a green stylus. Other icons like Airplane Mode, Do Not Disturb, and Screen Time are visible above it.
<p>101. <b>Notes</b> – tap the note button to open Notes. Create a new note or add to an existing note.</p>	 A close-up screenshot of the iPad Control Center. The 'Notes' icon, which shows a notepad with a pencil, is highlighted by a green stylus. The 'Sound Mode' icon is visible above it.
<p>102. <b>Camera</b> – tap the camera button and the Photo Mode will come up on the screen.</p> <p><b>Note: To close the Control Center just touch the screen.</b></p>	 A close-up screenshot of the iPad Control Center. The 'Camera' icon, which shows a camera lens, is highlighted by a green stylus. The 'Notes' icon is visible above it.

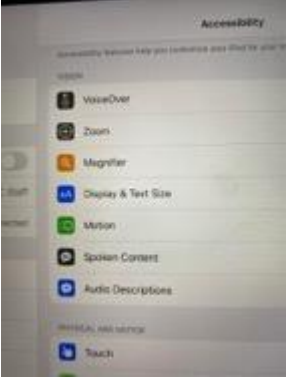
# Settings

<p>103. <b>Settings App</b> – contains the menus to change how your tablet works, manage Apple ID and App Store.</p>	
<p>104. <b>Settings screen</b> and the available menu.</p>	
<p><b>iPad Information and Added Settings</b> -This is where the user can find the basic information that has been set up for their iPad and is also the location where the user can set up credit card, manage Apps that have recurring fees, etc.</p> <p>This is also where “<b>Find My iPad</b>” is already turned on and active. This is a safety feature that offers auditory feedback to help an individual to find the iPad as long as it is charged. In order for this to work, someone has to sign in from another Apple device – computer, phone, etc., and the lost iPad will beep.</p>	

# Accessibility

<p>105. <b>Settings-Accessibility – tap Accessibility</b> for features in vision, physical and motor, hearing and learning needs.</p>	 A close-up screenshot of the iPad Settings app. The 'Accessibility' option is highlighted in blue. A purple pen is pointing to the 'Accessibility' icon. Other visible options include 'Screen Time', 'Control Center', 'Display & Brightness', 'Home Screen & Dock', 'Wallpaper', ' Siri & Search', 'Face ID & Passcode', 'Battery', and 'Privacy'.
<p>106. <b>Access page – customize the Accessibility features</b> for vision, physical and motor, hearing and general learning needs on this page.</p>	 A screenshot of the iPad Settings app showing the 'Accessibility' page. The page is filled with various accessibility options such as 'VoiceOver', 'Zoom', 'Reduce Motion', 'Reduce Transparency', 'Reduce White Flashes', 'Reduce System Sounds', 'Reduce Motion', 'Reduce Transparency', 'Reduce White Flashes', 'Reduce System Sounds', 'Reduce Motion', 'Reduce Transparency', 'Reduce White Flashes', 'Reduce System Sounds', 'Reduce Motion', 'Reduce Transparency', 'Reduce White Flashes', and 'Reduce System Sounds'. The 'Accessibility' option is highlighted in blue.

## Accessibility – Vision

<p>107. <b>Vision sections</b> - see features listed below.</p>	 A screenshot of the iPad Accessibility settings menu. The title is 'Accessibility'. Below it, there is a list of features: VoiceOver, Zoom, Magnifier, Display & Text Size, Motion, Spoken Content, Audio Descriptions, and Touch. Each feature has a small icon to its left.
<p><b>VISION</b></p> <p><b>Voice Over</b> – speaks the items on the screen.</p> <p><b>Zoom</b> – a screen magnifier that enlarges text on the screen.</p> <p><b>Magnifier</b> – use the iPad Pro’s camera to magnify documents and text.</p> <p><b>Display &amp; Text Size</b> – allows you to change settings related to text, button shapes, increase contrast, color filters.</p> <p><b>Motion</b> – might be helpful for a person who has hand tremors.</p> <p><b>Spoken Content</b> – allows options to speak certain parts of text.</p> <p><b>Descriptions</b> – for use of videos or movies.</p>	

## Accessibility – Physical and Motor

107. **Physical and Motor** - see the features listed below:

### **PHYSICAL & MOTOR**

**Touch** – gives options for text control.

**Face ID and attention** – iPad will check the attention before dimming the display.

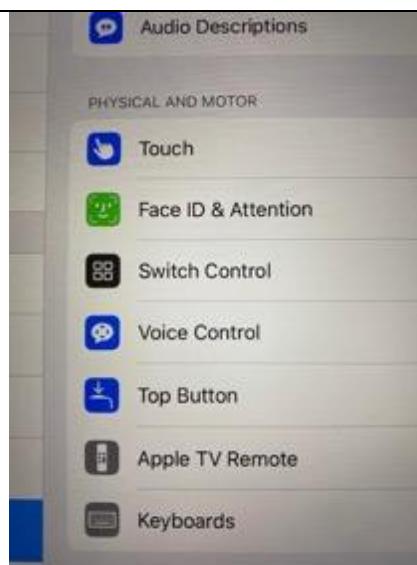
**Switch control** – allows you to use an external switch.

**Voice Control** – allows you to use your voice to control your IOS device.

**Top Button** – adjusts the speed required to double and triple click.

**Apple TV remote** – for apple tv units only.

**Keyboard** – for external keyboard only.





## Accessibility – Hearing and General Options

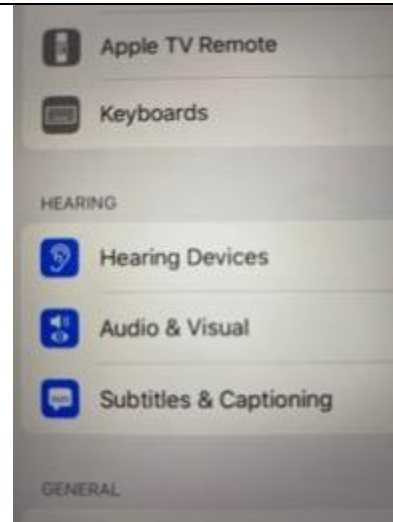
108. **Hearing** – see features listed below:

### HEARING

**Hearing devices** – Bluetooth option and hearing aid compatibility-settings to pair your iPad with **compatible hearing aids**.

**Audio & visual** – make the left & right speakers play the same content; LED flash for alerts; helpful for people with hearing loss.

**Subtitles and captioning** – when available can turn on subtitles and captioning for movies and you tube movies for hard of hearing or deaf individuals.



109. **General Options** - see features listed below:

### GENERAL

**Guided Access** – control what features are available to limit an individual for certain apps and certain parts within the app.

**Siri** – gives you an option to use typing or voice; control of Siri settings.

**Accessibility Shortcuts for Guided Access** – can access certain features faster within Accessibility – shortcut options.

