

Dear Fleet Families,

Your child's Arlington Public Schools iPad is not being collected and can be used for educational use over the summer. Please note that the iPad is the property of Arlington Public Schools. Families are responsible for the iPad. Please review the following important information about the iPads below.

AUP Review

Please review the Arlington Public Schools Acceptable Use Agreement. When using APS-provided equipment, programs, and software, students must follow this agreement:

Arlington Public Schools Electronic Technologies Acceptable Use Agreement



- I agree to use APS's technology carefully, respectfully and responsibly.
- I will follow school and APS rules.
- I will follow the APS Acceptable Use Policy (I-9.2.5.1).
- I will protect my privacy and the privacy of others.
- I will be safe on the Internet.
- I will be kind to others online

If I do not work safely and responsibly, I may lose my computer privileges and face additional consequences.

Guidelines for iPad Use

- Do not sign into iCloud on the iPad.
- Do not put a passcode on the iPad.
- Do not install apps that your teacher has not asked your student to use.
- Do not scratch or mark on the screen.
- Do not insert objects (pens, paper clips) into the device.
- Do not place heavy objects on the device.
- Do not use water or cleaning solutions on the screen.
- Keep track of your device and its charging accessories.
- Keep your device in the iPad case.
- Keep your device in a safe place.
- Power down your device when not in use.
- Follow the APS Acceptable Use Policy.

Ways Families Can Support Students

- Review the AUP with your child.
- Monitor your student's use of the device when not at school.
- Ensure the device is properly cared for when the student is away from school and stored in a safe location.

Technical Support & Information

For technical support and help with your APS iPad, please see the *Who to Contact For Support* table on page 4.

A troubleshooting tip that often helps with iPads is a hard reset/reboot. To do this, press and hold the power button for 5 seconds, then swipe the arrow to turn it off. Turn it back on by pressing and holding the power button for 5 seconds again.

Instructions you receive may include the following terms:

1. Home button
2. Settings
3. Sleep/Wake Button
4. Volume

To get started:

- A. Turn on the iPad by pressing the Sleep/Wake button [3] for 5 seconds.
- B. Press the Home button [1] to go to the Home Screen.
- C. Tap the Settings app [2] to connect to your home WiFi network.
- D. Press the Home button [1] and then tap App Catalog to install other apps.

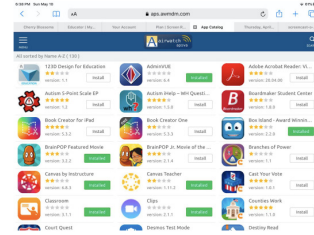


How to Install and Update Apps

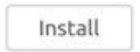
Watch the video directions: <https://bit.ly/aps-app-update>

OR

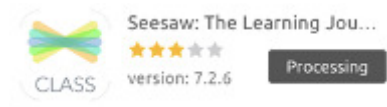
1. Open App Catalog on the APS iPad.
2. Find the app in the App Catalog list.



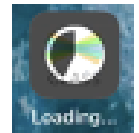
3. Find the following apps and select install. You will need to click install twice.



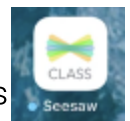
4. You should see "Processing" now.



5. Tap the home button. Your app will go grey and gradually go back to full-colour if the app is updating.



6. You will see a blue dot next to the app name if the app has been updated.



Note: If your student is NOT signed into Global Protect on their APS iPad, the apps will not load.

How to Update iPad

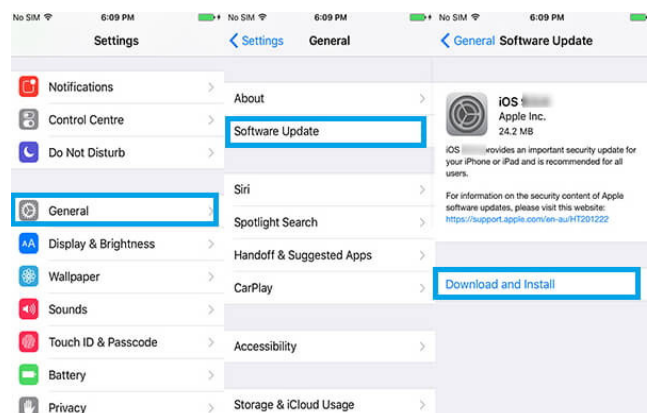
1. Open the Settings app.



2. Tap:
General > Software Update >
Download and Install.

(Only available if there is an update. If you don't see this, your iPad is up to date.)

3. Your iPad screen will go black, then return to the lock screen when it is finished updating.



Apps

There are some iPad learning apps that may be available over the summer. Your child may use other apps already on the APS iPad with your approval/supervision.

Library Resources	
 <p>Destiny Discover myaccess.apsva.us Login: student APS login</p>	 <p>MackinVIA myaccess.apsva.us Login: student APS login</p>
<p>Library Online Catalog: https://www.apsva.us/library-services/catalog/ Library Online Databases: https://www.apsva.us/library-services/databases/</p>	

Who to Contact For Support

Problem	Who to contact
<ul style="list-style-type: none"> If you are leaving APS 	<ul style="list-style-type: none"> Please call the school's front office to arrange a time to turn in the iPad. 703-228-5820
<ul style="list-style-type: none"> iPad is damaged, lost, or stolen 	<ul style="list-style-type: none"> Fleet Tech Help form https://bit.ly/AWFtechhelp
<ul style="list-style-type: none"> Login information for an app How to use an app 	<ul style="list-style-type: none"> Teacher (*note: if student is not in summer school, the teacher may not be available after June 18th)
<ul style="list-style-type: none"> Unable to connect/get online 	<ul style="list-style-type: none"> APS Tech Support line 703-228-2570