

## iPads for the Absolute Beginner

This will guide you through the basics of setting up and navigating your iPad and then take you through some practical uses.

### Connecting to a secure Wi-Fi network

Secure Wi-Fi networks are password-protected and have a padlock  by their names.



1. Go to Settings  > Wi-Fi, and make sure Wi-Fi is turned on.
2. Tap the name of the secure Wi-Fi network you want to join.
3. Enter the password for the secure Wi-Fi network, exactly as it's found either on the side or the bottom of the router, then tap Join. If you can't tap Join, the password you've entered is incorrect.



After you join the network, you'll see  next to the network



and  in the top-left side of your display or the top-right corner on an iPhone X and later. If you [don't know the password to the Wi-Fi network](#), contact your network administrator.

### Downloading and installing apps



**Tap the App Store icon**  **to open it.** The app store is a light blue icon with an encircled 'A' made of paint brushes on it; you can usually find it on the home screen, or you can swipe down from the middle of your iPad's screen and type 'App Store' into the search bar to find it.

- Any app for iPad or iPhone can be downloaded from the App Store.

**Tap the magnifying glass icon to search for your preferred app.** This is in the bottom-screen toolbar. If you don't have a specific app in mind, your other options include the following:

- 'Featured', which shows you apps promoted by Apple.
- 'Top Charts', which shows the most popular apps.

- ‘Explore’, which allows you to browse apps by alphabetically-listed category (e.g., ‘Books’, ‘Education’, ‘Games’).

**Type the name of your desired app into the search bar, then tap ‘Search’.** ‘Search’ is the blue button in the bottom right corner of your keyboard.

**Tap the ‘GET’ button next to the app’s name, then tap ‘INSTALL’.** This will begin the installation process. Most apps are free but there are other you may be required to pay for.

**Enter your Apple ID password if prompted to do so.** This is the password you use with your Apple ID email address. You normally only have to do this if purchasing an app--free apps simply download.

- If you don't have an Apple ID, you'll need to [create one now](#).
- If you're paying for an app, you will need to enter your payment information before it begins downloading. Follow the steps on your screen to do so.

**Tap ‘Open’ to open your app directly.** The ‘Open’ option becomes available when your app finishes downloading.

- You can also exit the App Store and access the app from your home page.
- Depending on how many apps you have, the new app may be installed several swipes right of your iPad's home page.

**Enjoy your new app.** You have successfully installed a new app on your iPad!

## Browsing the internet

### How to search the web using the Smart Search bar on iPhone and iPad

1. Launch Safari from the Home screen.
2. Tap in the Smart **Search** bar at the top of your browser.
3. Type in some keywords or a phrase you would like to **search** for.
4. Tap on the Go button at the bottom right of your screen.

## Make a FaceTime call

To make a FaceTime call, you need the person's phone number or registered email address. There are a few ways to make a FaceTime call:

- In the FaceTime app, tap the + button and type the person's phone number or email address. Tap the number or address, then tap Audio or Video.
- If you have the person's phone number or email address saved in your Contacts, you can start typing their name and tap the name when it appears. Then tap Audio or Video.

- You can also start a FaceTime video call from your iPhone during a phone call. Tap the FaceTime icon in the Phone app to switch to FaceTime.

**Help is available, email us at [libraries@eastdunbarton.gov.uk](mailto:libraries@eastdunbarton.gov.uk)**