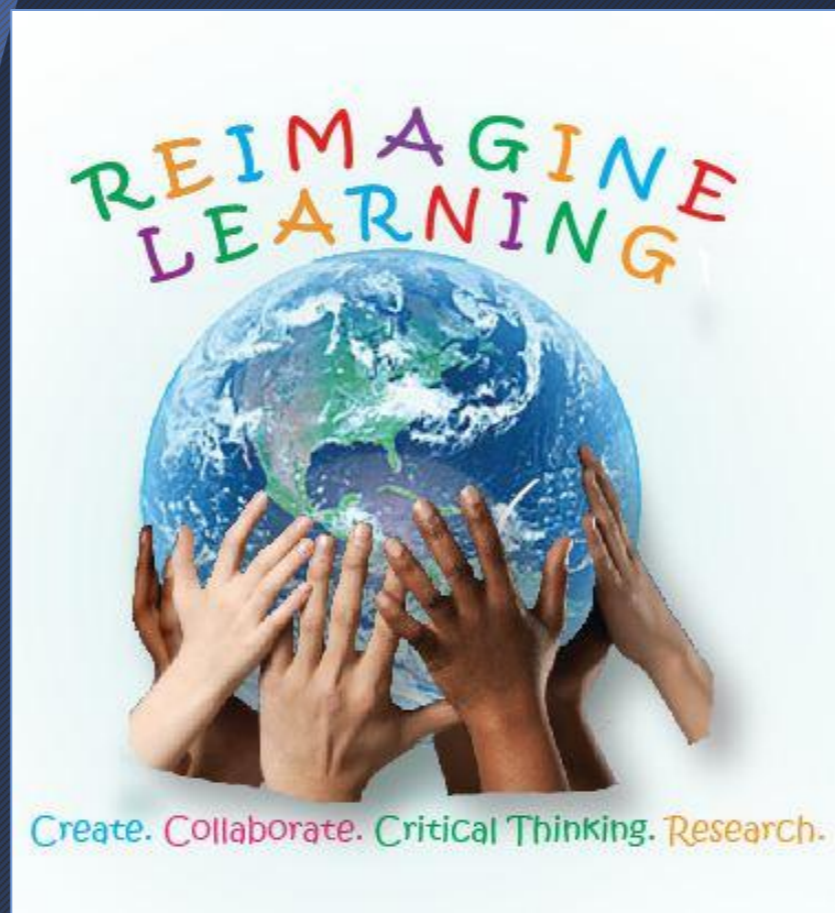


Intermediate School 1:1 Classroom Management



Teacher's Action

Communicate when iPad can be out



Blue M

iPads are being used today!



Red M

iPads are put up or face down.

Communicate When iPads Can Be Used

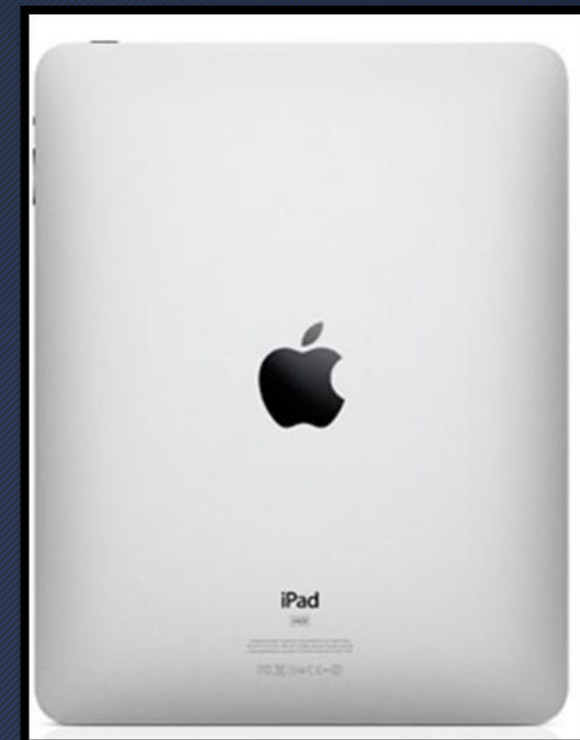
"Apple Up"

iPad is face down in the corner of the desk.



"Apple Down"

iPads are ready to be used.



Active Monitoring



- ✓ Organize students' desks in groups instead of rows
- ✓ Move around the room to ensure students are on task

Level 0: Flat On Desk

Easiest way for teachers to monitor.



Level 1: Slightly Propped

Easiest way for students to keyboard, more difficult to monitor student activity.



Level 2: Fully Propped

Difficult to monitor student activity.



Manage Off-Task iPad Behavior

Recommended step:

1. Redirect Student
2. Conversation with student & give student an alternate assignment
3. Contact parent with screen shot of off task behavior
4. Communicate issue with admin



Inappropriate Site

The internet on the iPad runs through the school's filter, but if a student stumbles upon something inappropriate, here are the steps you can take to report the website.

Student Actions:

- Turn the iPad face down
- Tell the teacher



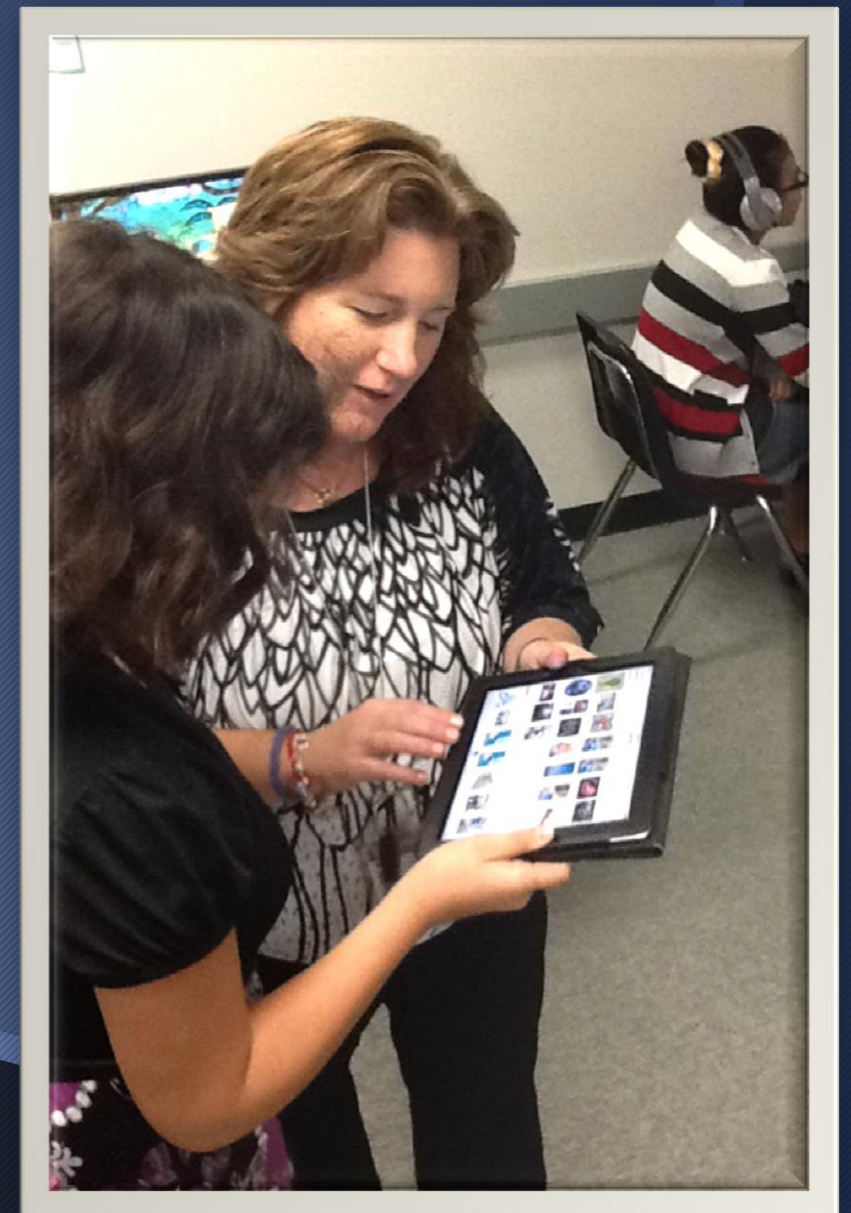
2. Teacher Actions:

- Report The Site
- Open Safari
- In the web address box, type IP.
- Email the IP number to Adam Fiend and a brief explanation of what happened.
- Report it to admin if needed
- Call parents if necessary

iPad Checks

Teachers have the authority to check students' iPad content to ensure responsible use.

- Camera Rolls (are the pictures for current projects and assignments)?
- Safari (to check the browser history: open safari > open the book symbol > back arrow)
- E-mail (check e-mail history. Are the e-mails school related)?



Have a "Plan B"



- In case of technical difficulties
- For students that finish early

No WIFI, No Problem

If the school wifi is down here are some apps that work without wifi.

- Pages
- KeyNote
- Pic Collage
- Poplet
- Educreation
- Story Me
- Thinglink
- Teligami
- Poplet
- iMovie

Student responsibility

Charging iPads

- iPad will be fully charged after school every day. Students must make sure their device is plugged into the charger in their iPad cubby before they leave campus.
- There will not be extra chargers/charging stations available during the day.



iPads in the Hallways

- Use "Two Point Carry" to carry iPads
- Cover on iPad in hall
- Do not put iPads in lockers or Backpacks



iPads in P.E.

Students will bring their iPads to the gym and store their devices in an iPad cart on wheels. Once students put their iPads away, the cart can be wheeled into the gym office and locked.



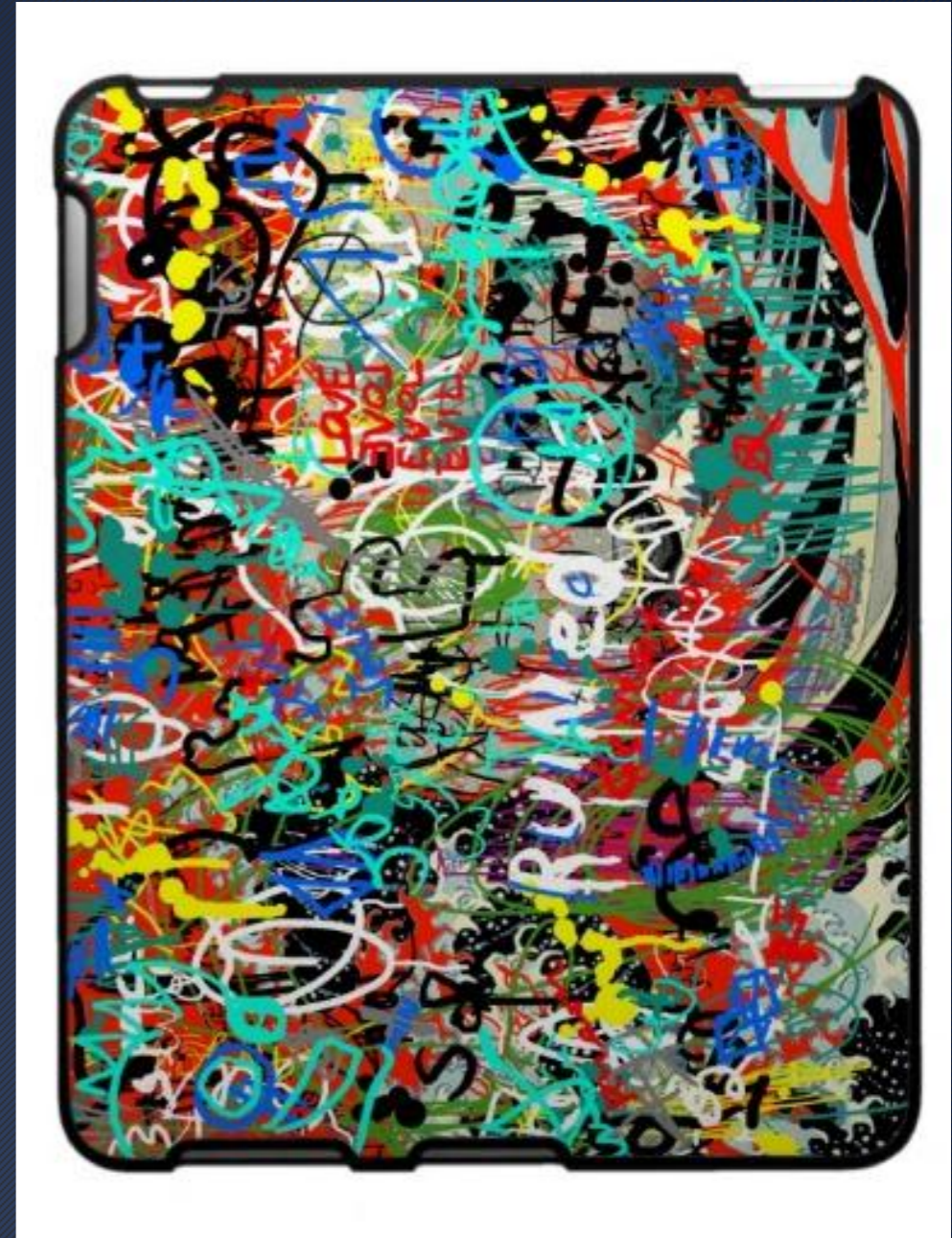
iPads during lunch



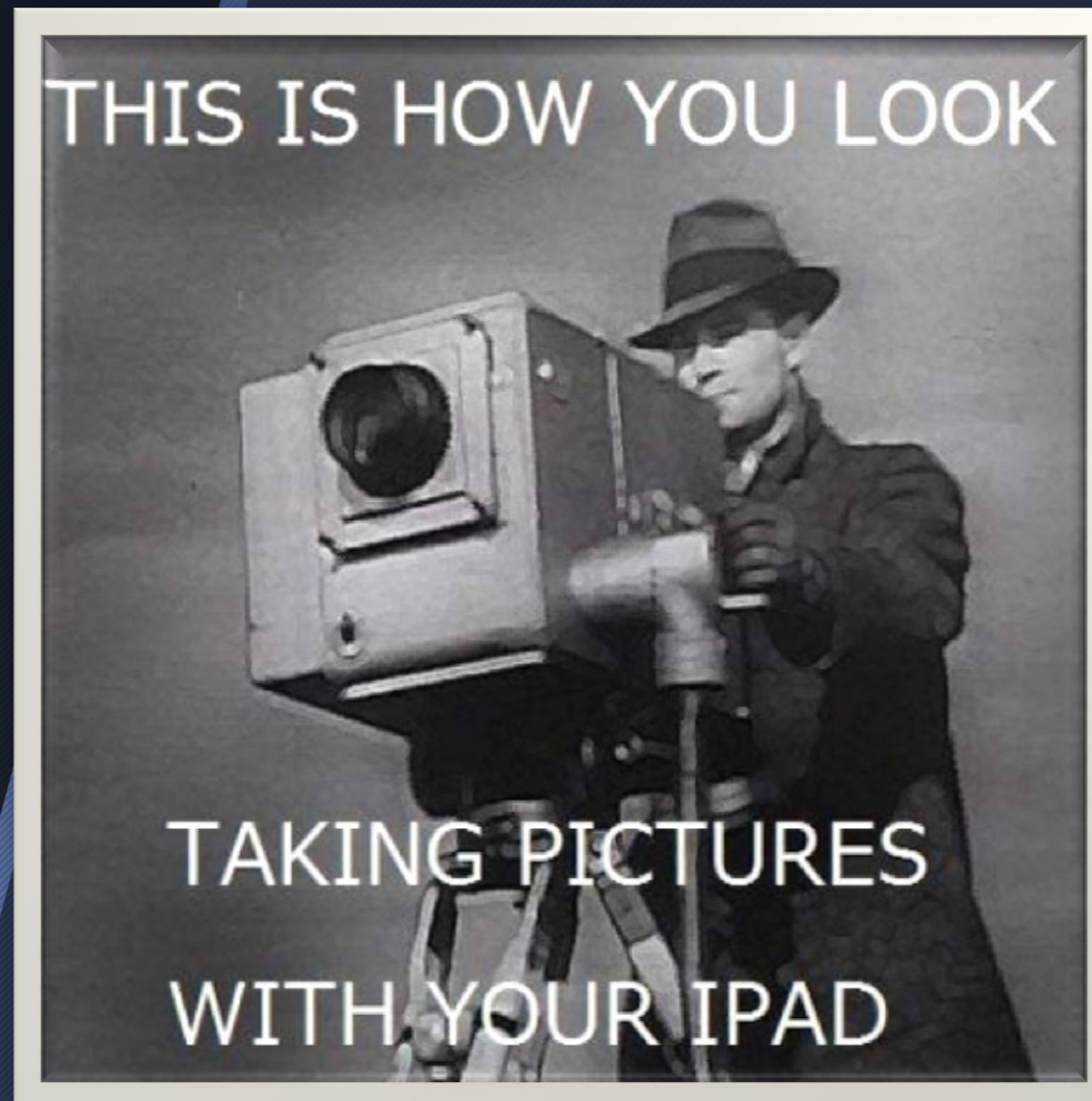
Students will leave their iPads in their ST classroom and will not bring their iPads to lunch.

Proper Care

- No stickers, drawings or labels
- Keep Otterbox on
- Clean with microfiber cloth (no water)
- No eating or drinking around iPad
- Don't put iPad on the floor



Students may only take pictures, videos, and record audio with teacher permission.



Documents to Download into iBooks

Classroom Procedure Poster

iPad Troubleshooting Guide

Top 10 iPad Management Tips & Tricks

iPad Procedures

1. iUsage - Blue M/Red M

- **M:** iPads allowed
- **M:** Covers on and iPads put away

2. iDigital Citizenship

T- Is it TRUE?

H- Is it HURTFUL?

I- Is it ILLEGAL?

N- Is it NECESSARY?

K- Is it KIND?

3. iManage

- Bring fully charged iPad to class every day
- Always use headphones for sound
- Content on iPad should be school related

4. iCare

- Never leave your iPad unsecured
- Never loan your iPad to someone else
- No food or drinks near iPad
- Use microfiber cloth only to clean screen

5. Hallways

- Covers on and not in use
- Carry iPad with a "Two Point" hold

6. iSecurity

- Do not change profile
- Do not change name of iPad
- Like your locker, it can be inspected at any time

iPad Troubleshooting Basics

When this happens.... Try this....

Don't have internet access	<p>Check that the WiFi is connected (Settings > WiFi)</p> <p>Disconnect from the WiFi and reconnect to WiFi (Settings > WiFi > (i) > Forget this Network > WiFi > connect to WiFi)</p>
An app is frozen	<p>Close the App (Press the Home button to close and ReOpen the app)</p> <p>Clear the App (Double press the home button > one finger swipe the app up > reopen the app).</p>
Your device is frozen	<p>Turn device off (Hold down the power button on the top edge of the device)</p> <p>Hard Restart (Hold the home button and the power button until the device turns off)</p>
Youtube will not play	<p>Check wifi network Check the wifi network to see that you are connected to Staff (Settings > WiFi > Choose a Network... misd-staff)</p>
Battery draining really fast	<p>Check that the Dynamic wallpaper is not on (Settings > Wallpapers & Brightness > Choose Wallpaper(Click on the left one) > choose a still wallpaper)</p> <p>Check you Auto-Lock Settings (Settings > General > Auto-Lock > 2 minutes)</p> <p>Turn off automatic downloads (Settings > iTunes & App Store > Automatic downloads) Make sure all are toggled OFF</p>
Can't find an app	<p>Ipad Search Starting between the top row of apps, drag one finger from the top of the screen. The Search iPad tool should appear. Type in the app name you are looking for.</p>
Email not updating	<p>Check password (Settings > Mail, Contacts, Calendars > Exchange > Account > remove password and retype it)</p>
iPad storage is full	<p>Check storage space (Settings > General > Usage)</p> <p>You will be able to see what apps are taking up space. Delete those apps if you are not using them often (they will be available for re-download if necessary) OR delete pictures and videos (You might want to save them to your computer first)</p>
Loading app freezes	<p>Tap the app Try tapping the app on the iPad to see if it will start loading</p> <p>Reload the app If the app was purchased by you, Go to the app store and see that it is in the purchased section. Delete the app from the iPad.Go back into the app store and re-download.</p>

More resources:

Apple Basics: <http://support.apple.com/kb/TS3274>

TC Geeks: <http://www.tcgeeks.com/ipad-2-troubleshooting-guide/>

TOP TEN IPAD MANAGEMENT TIPS AND TRICKS



- 10. You can't overcommunicate !**
Repeat yourself often. Don't forget to communicate with parents, too!
- 9. Set clear behavior expectations—daily!**
Insure students understand what proper iPad handling looks like on your campus.
- 8. Have an established procedure for the beginning of class.**
Students should have cues to know when the iPads should be ready to use and when to stow them until needed.
- 7. Ask yourself, "What do the students need to learn?"**
Design lessons based on what students need to learn. Consider options that were not available before they had iPads and then find the best apps to utilize for meeting your objectives.
- 6. Help your students get organized**
Tools like *Edmodo* and *Google Docs* can help students keep track of what is assigned and when it's due. They can also facilitate turning in assignments for you to view.
- 5. Practice your lesson/activity/workflow at least 24 hours before class.**
Find the flaws/idiosyncrasies in your lesson plan BEFORE the students do and make adjustments as needed.
- 4. Actively manage your classroom**
Walk around and interact with your students during lessons.
- 3. It is OK NOT to use the iPad sometimes.**
Not every lesson or activity is best suited for the iPad. Remind students that non-iPad activities should mean devices are face down on their desks and will be used later
- 2. SUB PLANS**
Remember subs should never be responsible for technology lessons in the labs or on iPads unless you know they are comfortable doing so, and you have provided **detailed** instructions for iPad management and **detailed** lesson plans.
- 1. ALWAYS have a tech-free back-up plan.**
Technology is awesome when it works, but networks and systems can go down unexpectedly. Always have a "Plan B" ready to go that doesn't require technology and for use by subs.

Questions