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Child Life Technology

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Configuring iPad Mini and iPod Touch Devices

Including Instructions for Remote Collaboration with the Child Life Technology Team

This guide prepares child life specialists, or individuals supporting child life, in the initial configuration Apple mobile devices for use within the hospital setting



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Introduction

This document is intended as a starting point regarding for those new to setting up and managing Apple mobile devices within their environment. As contributing volunteers work for many different organizations in various capacities, it is important to not infer that any given organization's views and recommendations are presented here. All teams are encouraged to explore the possibilities and solutions best fit for their respective organization and, as such, assume ultimate responsibilities for any policies chosen and consequences resulting from implementation.

As the mobile technology space remains extremely fluid, it is recommended the reader check in with the Child Life Technology volunteers through visiting www.childlifetechnology.org or via addressing an email to info@childlifetechnology.org.

Configuring the iPad Mini and iPod Touch

1. **To set up iPad and iPod touch:** turn it on and follow the Setup Assistant. The onscreen directions assist you through the setup as a new iPad and iPod process for:
2. Connecting to a Wi-Fi network: downstate.
3. Signing in with or creating a free Apple ID.
4. Turning on Location Services and turning on Find My iPad and Find My iPod.

Once your finish with the Setup Assistant process:

5. Go to the Settings. 
6. Tap General, then Restrictions.
7. Create a four digit passcode to turn on restrictions.
8. In the Allow section turn off.
 - Safari
 - Facetime
 - iTunes
 - Deleting Apps
 - Siri
9. In the Allowed Content change.
 - Music & Podcast to clean
 - Movies to PG-13
 - TV Shows to TV-PG
 - Apps to All
 - Require Password to Immediately
10. In the Privacy section turn on Allow Changes for each and turn off camera and Siri in Location Services.
11. In the iCloud section of settings turn off all except Find My iPad and Find My iPod.
12. In the iTunes & App Store section of settings turn on Music and Apps.

Configuring Home Screen

Rearranging apps

Customize your Home screen by rearranging apps, moving apps to the Dock along the bottom of the screen, and creating additional Home screens.

1. Rearrange apps: Touch and hold any app on the Home screen until it jiggles, then move apps around by dragging them.
2. To create a new Home screen while arranging apps, drag an app to the right edge of the rightmost screen until a new screen appears.

You can create up to 11 Home screens. The dots above the Dock show the number of screens you have, and which screen you're viewing. Press the home button to save arrangements.

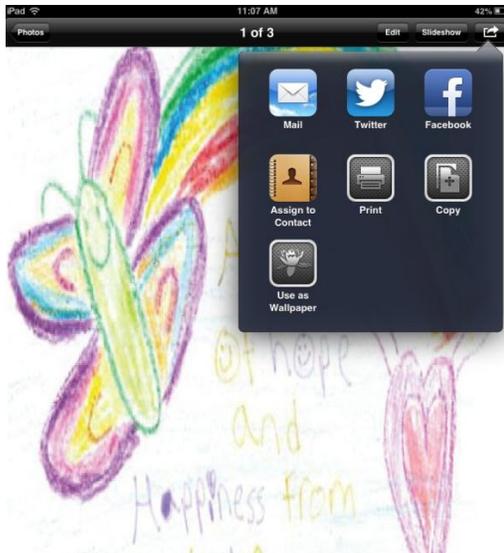
Organizing with Folders

1. **Create a Downstate Use folder with these apps:** Touch and hold an app until the Home screen icons begin to jiggle, and then drag an app onto another.
 - Messages
 - App Store
 - Contact
 - Notes
 - Settings
 - Mail
 - Reminders
2. iPad and iPod creates a new folder that includes the apps, and then name the folder **Downstate Use**.
3. When you're finished, press the Home button to save arrangement.

Wallpaper

To choose wallpaper for the lock screen and home screen you will need to email the image to the iPad/iPod.

1. To do this you will need to go into the Setting app, General, Restrictions, and turn on Safari.
2. Go back to the home screen where you will find the Safari app (web browser).
3. Tap the Safari app, type in your emails URL in the address bar then log into your email.
4. From a computer you will email yourself the picture.
5. After emailing yourself the picture go back to the iPad/iPod and open that email.
6. When you see the picture in the email, tap and hold the picture until you see Save Image.
7. Tap Save Image and now it's in your Photos app.
8. Go into your Photos app and tap the picture you want to use.
9. On the top right corner tap the share button.



10. Tap Use as Wallpaper.
11. Then tap Set both.
12. Go back to Settings, General, Restrictions and turn off Safari.

Backing up to iTunes

Backing up to iTunes allows you to transfer the settings and apps from this iPad/iPod to the other iPads/iPods with the same IOS version number.

1. Connect the iPad/iPod to the computer you want to sync with. (make sure all iPads/iPods are updated to the latest version for the backup and restore to work properly).
2. Open iTunes.
3. Select iPad/iPod.
4. Click Summary.
5. Click Backup now.

Restoring from Backup to the other iPads/iPods

Do this for each iPad/iPod

1. Connect the iPad/iPod to the same computer. (make sure all iPads/iPods are updated to the latest version for the restore from backup to work properly).
2. Select iPad/iPod.
3. Click Summary.
4. Click Restore Backup.
5. Choose the latest backup time and date.
6. Then click Restore.
7. All apps, restrictions and wallpaper should transfer over to the iPad/iPod.