Intro to iPads

Day 2 — Lesson Plan

This iPad course is set up so that the participants practice as the slide presentation progresses. There are specific tasks at the end of each section for additional review and practice of the material.

iPad Basics – Course Outline and Overview

Part I	• Learn the basics of operating and getting the most out of your iPad. • Get to know the iPad – the physical features. • Using iOS/iPadOS. • Using the Keyboard. • Browsing with Safari. • Installing & Managing Apps.
Part	• iPad Settings – Security and General Settings, Wallpaper and Sounds, Managing Notifications, Syncing your iPad.
Part III	• Apple Apps – Mail, Contacts, Calendar, Reminders, Messages, Facetime, Camera and Photos.

Part II – Lesson Plan

Learning Outcomes
- **Security and General Settings**
  ○ **Learn about iPad security and general settings.**
- **Wallpaper and Sounds**
  ○ **Learn how to change your iPad wallpaper and customize sounds.**
- **Managing Notifications**
  ○ **Learn about managing notifications on an iPad.**
- **Syncing Your iPad**
  ○ **Learn about syncing your device using iTunes and iCloud.**

Facilitating Instructions:

❗**Each participant is required to bring their own iPad, charger and charger cable to each class. Encourage participants to make sure their iPad is at 100% (charge) for class.**❗

• Instructor should have their own iPad, charger and charger cable, as well as, access to a working computer and Projector to run the PowerPoint Presentations. It would also be ideal if the instructor could project their iPad onto the Smart Board.

• A (15-minute) break should be provided to participants to rest eyes. It's important to promote healthy screen habits.

• The presentation is set up so that the participants practice as the slide presentation progresses. There are specific tasks at the end of each section for additional review and practice of the material.

Materials:

• PowerPoint presentation. Print out of the presentation's **Notes Page** to support the presentation.

• Optional: If you wish to provide handout notes to the participants, I suggest printing the slide presentation out using the setting: Handouts, 3 Slides, Scale to Fit.

• Handout: **"Syncing to iTunes"**

• You may want to have some charging bars available in case recharging is needed.

Time	Topic	Material / Practice Task
5 min	Review learning outcomes for today's class.	
50 min	**Security and General Settings - Learn about iPad security and general settings.** ○ Slides 3-17: Progress through the slides, read the lecture notes, present the information, and actively guide the participants through the various security and general settings features. ○ Slide 18: Task 6 challenges the participant to (independently) put in to practice what was demonstrated in the previous slides.	**Task 6** Lock Notes on Your iPad

35 min	**Wallpaper and Sounds - Learn how to change your iPad wallpaper and customize sounds.** ○ Slides 19-26: Progress through the slides, read the lecture notes, present the information, and actively guide the participants through the Wallpaper and Sound features. ○ Slide 27: Task 7 challenges the participant to (independently) put in to practice what was demonstrated in the previous slides.	**Task 7** Set Wallpaper/Sound
Break – 15 mins		
35 min	**Managing Notifications - Learn about managing notifications on an iPad.** ○ Slides 28-34: Progress through the slides, read the lecture notes, present the information, and actively guide the participants through the Wallpaper and Sound features. ○ Slide 35: Task 8 challenges the participant to (independently) put in to practice what was demonstrated in the previous slides.	Handout: **"Syncing to iTunes"** **Task 8** Manage Notifications
35 min	**Syncing Your iPad - Learn about syncing your device using iTunes and iCloud.** ○ Slides 36 - 43: Ask participants to open up Safari so they can actively follow along as the features of Safari are reviewed. Progress through the slides, read the lecture notes, present the information, and actively guide the participants through the various features (specifically perform * **actions** * as indicated on the slides and in the lecture notes). ○ Slide 44: Task 9 challenges the participant to (independently) put in to practice what was demonstrated in the previous slides.	**Task 9** Review iCloud Settings

5 min	**Questions** ○ Slide 45: Take a moment to answer any questions participants may have.	