



# Elementary Checklist

## Setting up for Success

### 1. Charge your iPad.

Plug the charging cord into the iPad. Plug the charging adapter into a working outlet in your home.

### 2. Set up your workspace.


Find a quiet, distraction-free environment in your home where you can keep school belongings and complete schoolwork each day.

### 3. Connect to your Wi-Fi.

On your iPad...



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- Tap the **Settings** app icon. 
- Tap Wi-Fi icon in the left column.
- Turn Wi-Fi on by toggling the switch at top.
- Find your home Wi-Fi name
- Select and type in home Wi-Fi password

### 4. How to Scan a QR code



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QR codes will link you to short how-to videos


- Open Safari.
- Type <https://youtu.be/0lwJcQ-TeWU> in the address bar.

### 5. Sign in to your Google Account.

On your iPad...



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- Tap the **SAFARI** app icon. 
- Type **GOOGLE.COM** in the URL bar.
- Look in the top right corner of your screen. If you see a blue button that says SIGN IN, tap it. If you are already signed in to your [KSD140.org](https://www.ksd140.org) account, you can skip the rest of this step.
- In the **Email or phone** field, type your Google account address. Your Google account should include your first name, last name, a period, and the two digit year of your graduation.  
**See your log in and password information.**
- Once you successfully complete these steps, you should be taken back to the **GOOGLE.COM** homepage. You will see the sign in button has been replaced by a circle with your initial, showing that you are signed in.





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### 6. Find Zoom on your iPad.

On your iPad...


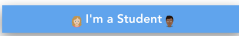
- Check for the **Zoom** app icon. 
- If Zoom is not there...
  - Tap the **App Portal** icon. 
  - Search for Zoom.
  - Tap on **Zoom** and then tap **install**.



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### 7. Log in to Seesaw

On your iPad...

- Find the **Seesaw** app icon. 
  - Tap app to open.
  - Tap blue **"I'm a Student"** button. 
  - Hold camera over the **QR code** to log in.
- Or
- Type in 16 digit text code.
  - When it is time to attend your teacher's class, this is the link you will click. Make sure to follow your schedule and click teachers' links at the correct time of day.



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Your 2020-21 School Year QR code and text code will be located on the **Seesaw Home Learning Code** page provided in your your back to school bundle.

### 8. DAY 1 Meet your Teacher


On your iPad...

- Log in to **Seesaw**.
- Click on your Teacher's **Zoom** Link.

**Welcome to 2020/2021 School Year!**

### 9. Log in to Clever

On your iPad...

- First Log into **Clever**. 
- Tap the Clever app icon.
- Tap the blue **Sign in with username/password** button.
- Type in full school name.
- Tap the Sign in with Google button.



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