Download and install iTunes on the computer that you want to sync with.

http://www.apple.com/itunes

Questions to answer before beginning setup

1. Do you already have an iPhone or iPad?
   a. If so, then you will want to sync your iPad so that it has the same apps and data on it.
   b. Skip to the section titled: Setting up the iPad so that it is the same as your existing iPhone, iPod Touch or iPad.
2. Is this your first iOS device (iPhone, iPod Touch, iPad)?
   a. If so, you will want to set it up as a new device.
   b. Skip to the section titled: Setting up the iPad as a new iPad.

Setting up the iPad so that it is the same as your existing iPhone, iPod Touch or iPad

1. On your iPhone (or other device), go to Settings -> iCloud (if set up), then scroll down to Storage & Backup.
2. Tap Storage & Backup.
3. Turn off iCloud Backup.
4. Start up iTunes on your computer.
5. Connect your iPhone to your sync cable and the USB port on your computer.
6. Do a complete sync.
   a. You should see a statement at the top of the iTunes window indicating that your iPhone is being backed up.
7. When the sync is done, eject your iPhone and disconnect the cable from the iPhone.
8. Connect your new iPad to the sync cable.
9. In iTunes you should see the following message.
10. Select Restore from the backup of:....
   a. In the dropdown, select your iPhone or other device that has the most recent backup.
11. Click Continue.
12. Let the restore do its thing.
13. When the restore is finished, skip down in these instructions to Configuring the iPad.

Setting up the iPad as a new iPad (meaning that this iPad is your first or only iOS device)

1. Start up iTunes on your computer.
2. Connect your new iPad to the sync cable.
3. In iTunes you should see the following message.

   ![Set Up Your iPad](image)

4. Select Set up as a new iPad
5. Click Continue.
6. Give your iPad a name.
   a. Check the following boxes, if you want (optional):
      i. Automatically sync songs and videos to my iPad.
      ii. Leave this one unchecked: Automatically add photos to my iPad. Leave this one unchecked if you have a lot of photos and only want to put a subset on your iPad.
      iii. Automatically sync apps to my iPad.
   b. Click the Done button.
7. Let the sync begin and let it finish.
8. When the sync is finished, skip down in these instructions to Configuring the iPad.
Summary

• Install iTunes
• Initial Setting Upon Startup
• Wireless
• Case Gmail
• Case Contacts
• VPN
• Passcode
• Find My iPhone (iPad)
• Turn on automatic downloads for Music, Apps, Books
• Learn More About the iPad
  o iPad User Guide for IOS
Configuring the iPad

Turn on the iPad for the first time and you should see this screen.

Slide your finger to the right on the slider bar at the bottom of the screen.

Select a language to interact with for the iPad (English).

Tap the Next button when done.
Select a country (United States).
Tap the Next button, when done.

Enable Location Services – This enables maps and other apps to determine your approximate location. If you do not want to be tracked, then leave it disabled. (Recommended: Enable Location Services)
Tap the Next button when done.
Set up access to the Case wireless networks (CaseWireless & Case Guest)

The wireless radio in the iPad will activate and search for wireless signals in the area. It should find at least the 3 pictured below.

Tap on the word CaseWireless.

A window will pop up asking you to enter your Username and Password for CaseWireless. These are your Case Network ID (3 initials and a number) and your e-mail password.

After entering the information, press the Join button.
After a few seconds, you may see the popup message below

Tap the Accept button.

CaseWireless should now be selected.
It’s time to begin with the main Set Up iPad section.

If you already have an iPad or iPhone, then select Restore from iTunes Backup. Make sure that you have a recent backup of your iPad or iPhone. This set of instructions is not meant for going through the Restore from iTunes Backup or Restore from iCloud Backup procedures.

Select Set Up as New iPad.

Apple ID – In order to download and upgrade Apps, you will need an Apple ID. If you already have an iPod, iPhone, iPad, or iTunes account, then you already have an Apple ID. This is NOT your Case Network ID. If you do not have one yet, then tap Create a Free Apple ID.

Tap Sign in with an Apple ID.
Enter your Apple ID and Password.

(This is NOT your Case Network ID and password)

Read and agree to the iPad Terms and Conditions

Tap the Agree button.
Tap the Agree button.

You should see this screen for a minute or so.
Do not set up iCloud at this time.
Select Don’t Use iCloud.

Diagnostics
You can choose to Automatically Send or Don’t Send diagnostic messages to Apple. It is your choice. I selected Automatically Send.
The next phase of the set up is complete.
Time to set up and configure some of the Apps.

This is the Home screen which you should see for a brand new iPad setup. It is possible that some of the apps are different or have moved.

The most important app for this next section is the Settings app (lower right).

Tap (single tap) the Settings app to start it up.

General on the left side should already be highlighted (selected). Notice all of the things that can be set under General on the right side.
Set up Case E-mail

Tap Mail, Contacts, Calendars on the left.

Tap Add Account... on the right.

Tap Gmail on the right.
Enter the following information in the boxes below:

Name: Your full name

Email: Your e-mail in the format Case Network ID and @casse.edu

Password: Your e-mail password

Description: It can be anything, but I recommend “Case Gmail”

Tap Next

Make sure that Mail, Calendars and Notes are all set to ON.

Tap Next.
You should end up back at the Mail, Contact, Calendars Settings screen.

**Set up Case Contacts**

Select Add Account...

Select Microsoft Exchange.
Enter the following information in the boxes below:

Email: Your e-mail in the format Case Network ID and @casse.edu

Domain: Leave this one blank

Username: Your e-mail in the format Case Network ID and @casse.edu

Password: Your e-mail password

Description: It can be anything, but I recommend “Case Contacts”

Tap Next

In the Server box that appears below, enter

m.google.com

Tap Next.
Make sure that only Contacts is set to ON. The others must be off, or conflicts will occur.

Tap Next.

You should be back at the main Settings screen.
Set up VPN

On the left, select Wi-Fi.

On the right side, select CaseGuest. It may take a minute to connect.
On the left side, select General.

Then on the right side, select Network.

On the right side, select VPN.
On the right side, select Add VPN Configuration...

You should see the Add Configuration window.

Select the IPSec button/tab.
Enter the following information (case sensitive):

- **Description:** Case
- **Server:** vpn.case.edu
- **Account:** Your Case Network ID – 3 initials and number only
- **Group Name:** Case
- **Secret:** vpn4case

Tap Save.

You should now see the Case configuration for VPN and it should have a check next to it.

Also, note that there is a new VPN item on the left side (third from the top).
On the left, select Wi-Fi.

On the right, select CaseWireless.
Set a Passcode

On the left, select General.

On the right select, Auto-Lock and set it for 2 or 5 minutes.
On the right select Passcode Lock.

Set Simple Passcode to OFF.

By doing this, you can have a passcode longer than 4 digits and you can have letters and/or digits in your passcode.
Select Turn Passcode On.

You will be prompted to enter your password.

Tap Save.

Re-enter it again.

Tap Save.

Multiple iOS Devices

If you have multiple iOS devices and want to have all, or most of the same apps on each device, then turn on Automatic Downloads. Automatic downloads enables you to install Music, Apps and Books on one device and then have them automatically copied to the other device(s). It also saves you from having to purchase copies of each item for every device. Concerning Apps, not all Apps work on both iPhone and iPads. Most do, but not all

1. Go to Settings.
2. Scroll down to Store
3. Set to On for Music, Apps and Books (all are optional).

All Done!

You’re all done with the basic setup of your iPad for the Case network. There is still more to do. But, for now, have fun!

Tap the Home button. The hard button at the bottom front of the iPad.

Go play!