

**Projecting from your iPad to screen:** Merrimack’s classrooms are equipped with Apple TV which makes it easy to project from your iPad. Here are four steps to connect:

1. On your iPad, swipe up from the bottom of your screen to access control center.
2. Tap on the Airplay icon that appears in the control bar. It should look like this:



3. Names of classrooms should come up. Choose the one you want to connect with.
4. Choose “Mirroring”- shown in picture above.
5. It will ask you enter a code shown on the larger screen. Type that in and voila!

**Tip:** Change the amount of time that elapses before your screen locks so you won’t have to keep re-connecting. To do that, go to settings > Auto-Lock and choose a time limit.



## **Basic Tips and Tricks for iPad:**

### **1. Four-Finger Swipe Left or Right – Switch Apps**

You can switch between recently used apps with a quick gesture.

Place four fingers anywhere on your screen and swipe to the left or right. Your current app will appear to slide to the left or right, and another recently used app will appear. Perform this gesture several times in a row to quickly move between apps. It’s quicker than always going to the home screen!

## 2. Close Out Apps

Open apps can drain your battery power so it's a good idea to close out ones you aren't using. Simply double tap the home button on the iPad. Your apps will appear. Place your finger on the ones you want to close and swipe up to close them out. You can also use the double tap to switch between apps instead of looking all over the screen for them. Magic!

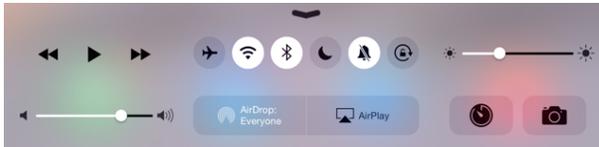
## 3. Deleting Apps

To delete apps, hold down your finger on the app you want to delete until it starts to wobble. An X will appear in the left hand corner. Press it and it's gone!

## 4. Organizing and Creating Folders for your Apps

Over time, your apps will accumulate until you no longer know how to easily find them. Just like desk files, it makes sense to organize them by theme. To do so, press your finger down on an app until all the apps start to wobble. Now, slide your finger to another app that you want to put in the same folder and drop it directly on top of that app. A folder will be created. Apple usually titles it for you, but you can edit the name. In the future, just repeat the hold down and drag apps to that folder.

### Utilize the Control Center



It can lock your screen so it doesn't keep switching between vertical and landscape!

Swipe up from the bottom of your iPad and you'll see a whole bunch of icons (pictured above).

1. **Airplane:** The airplane one can be used to quickly put your iPad in airplane mode.
2. **Wifi:** Use the Wifi icon to you can make sure you are connected or to disconnect from wifi.
3. **Bluetooth:** Bluetooth allows you exchange and synchronize data with other computers and devices.
4. **Do not disturb:** When this is on, you will not get alerts, notifications, texts, or calls. This is handy if you are teaching a class and using your iPad.
5. **Mute:** I think this one is self-explanatory!
6. **Lock screen position:** This is very useful if you like to keep your screen either vertical or horizontal. Simply push this button when you have your screen in your desired position and it will stay that way regardless of how you hold it.