LEARNPAD
USER GUIDE

Please read all the instructions fully before using this product. **!**

To make the set up and management of your LearnPads as easy as possible, you will first need to create a free account for your school on the LearnPad ClassConnect portal, then create QrKeys (a bit like a bar code) to scan into your devices.

Don't worry, it's really easy to do this; just follow the simple steps below to get started.

NOTE: *You will need technical information about yc school network, so you may need to contact your network administrator or ICT coordinator for this.*

STEP 1 — SET UP YOUR CLASSCONNECT PORTAL ACCOUNT

NOTE: *This may have already been done for you, so check with your ICT technician/coordinator first.*

The first thing to do is register yourself as a user on the LearnPad portal and set up your school account. You can do this by going to http://connect.learnpad.com and clicking the 'Register' tab.

You will need to enter an email address, choose a memorable password and agree to the End-User License by clicking on the 'I Agree' button. If your school has never owned LearnPads before, you will need to set up an organisation by simply typing in your school's name.
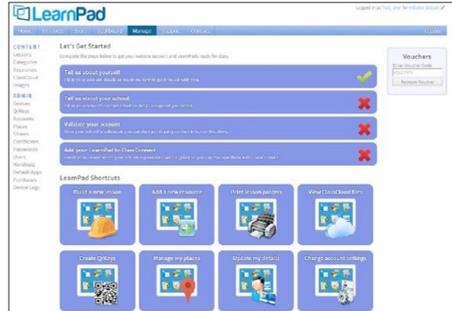
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STEP 2 — COMPLETE THE ONLINE 'LET'S GET STARTED' STEPS

Once you are logged in, there are a few simple steps to follow in the 'Let's Get Started' section. These are listed in the blue boxes and will have a red cross next to them.

Just click on each box and fill in the required details marked with ❗

Use your browser's back button to return to this screen after completing each section. Once a section is complete, you will see a green tick appear. Once all four sections have been completed, the 'Let's Get Started' section will disappear.

WHAT YOU WILL NEED FOR EACH SECTION:

⊘ TELL US ABOUT YOURSELF
Click this link and fill in your own contact information so we can help you with any issues you may have.

⊘ VALIDATE YOUR ACCOUNT
If you wish to purchase additional content for your LearnPads in the LearnPad Store, we will need to validate your portal account. This just means we will check your school's address and contact details and may contact your bursar for invoicing information. Simply check the details shown on the page, then press the 'Send Validation Request' button. Your account should be validated within 24 working hours.

⊘ TELL US ABOUT YOUR SCHOOL
Enter your school's address, phone number and email address so we can provide you with technical support.

⊘ ADD LEARNPADS TO CLASSCONNECT
This is the most important step and will help you generate QrKeys (a bit like a barcode) so that they can be scanned in during Step 3 to complete this set-up process. This section shows you how to quickly create your three required QrKeys.

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You will need technical network information to complete this section.

WI-FI
Select your Wi-Fi access point type and fill in the SSID and password. The QrKey changes automatically.

PROXY
If your school network requires use of a proxy server to get online, fill in those details.

ENROL
This QrKey is already generated and displayed on the page for your school organisation.

When you have filled in all of this information, click the 'print them out' link and you will be able to print all three QrKeys together. You are now all set to move onto setting up your LearnPads!

STEP 3 — TURN ON AND SET UP YOUR LEARNPADS

Once you have created your portal account and printed out your QrKeys, you can power on your LearnPads and follow the on-screen instructions. As you complete each step correctly, a green tick appears to show you the LearnPad is correctly set up and working. This process needs to be completed for each of your LearnPads, but it's really quick and easy.

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CONNECT TO YOUR WI-FI
Tap the Connect to your Wi-Fi bar and the QrKey camera scanner will start. Use the Wi-Fi QrKey you printed out, hold it flat and steady in the camera view and wait for the beep. A green tick will appear once the LearnPad has connected to your Wi-Fi. This may take a few moments, so be patient!

GET ONLINE
Once you have connected to the Wi-Fi, you may find a green tick automatically appears in the 'get online' bar. If not, you will likely need to use your Proxy QrKey. Follow the same process above and scan your Proxy QrKey. A green tick means you are online and ready to Enrol this LearnPad.

ENROL THIS LEARNPAD
Once you have completed the first two sections and you have green ticks, you can enrol your LearnPad. Simply scan the enrolment QrKey.

LOCK LEARNPAD
Tap the padlock icon to lock LearnPad into student mode. NOTE: *You may be prompted to activate 'Device Administrator' mode. If you see this message, tap the 'Activate' button. This will only happen once on initial setup.*

START LEARNING!
The last section is to apply a Lesson Profile to LearnPad. You can do this by scanning one of the free Lesson Profiles in the included Resource Guide or by selecting one from the free resources in your LearnPad ClassConnect portal. Don't forget, you can of course create your own Lesson Profile in ClassConnect.

LearnPad Tectus, ClassTOUGH cases and ClassCharge tiles contain magnets.
For safety information please visit: www.learnpad.com/uk/tcs-mg

If you need any further help, our support website contains many helpful tips and articles and can be found here: http://learnpad.com/support
You can also contact our specialist support teams below:

LearnPad Curriculum Team
content@learnpad.com
0845 862 0390

LearnPad Technical Helpdesk
support@learnpad.com
0845 862 3390

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