

# Getting Started with your iPad

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- Setting up your mail account
  - Use your school E-mail account provided to you by your Facilitator.
  - Select the Mail application on the bottom application panel.
  - Select **Exchange** from the list of options.
  - Type in your school E-mail address, password.
  - Select **Save**.
- Setting up your Apple ID
  - Open the **App Store**.
  - Search for **Outlook** in the top right hand corner.
  - Once the search has completed press **Free** and then **Install**.
  - A new screen will open and you will select **Create new Apple ID**.
  - Enter the information requested using your school E-mail address.
  - Once finished with Email, address, and phone number fields press **Next**.
    - This will now prompt you to verify your account.
  - Go back to your E-mail and open the E-mail that Apple just sent and click on the link to **Activate** your account.
    - The App Store will automatically open and prompt you to sign in with your account name and password.
  - This will now take you to a **Thank You** screen for verifying your account.
  - Go back to the **Outlook** application using the process outlined above, this time it will start downloading after you select **Install**.
- Downloading Textbooks
  - Open **Safari** in the bottom application panel.
  - Navigate to the Excelsior website by typing **Excelsior.com** in the address bar.
  - Select **Academics** in the upper navigation row on the website.
  - Select **Omega Online**.
  - Log into your account using the username and password provided by your Facilitator.
  - Click on **Library** on the left side of the webpage.
  - Find your textbook and then click on it to download.
  - If you're using an iPad click on the opened book and then click on **Open in iBooks** in the upper right hand corner.