

Winter  
2025

# JOHNSTON

# iPad Setup

Secondary Student - JHS

iPad Roll-Out December 2025





# O1 Setting a Passcode

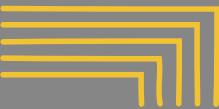
iPad Set Up



# Step #1

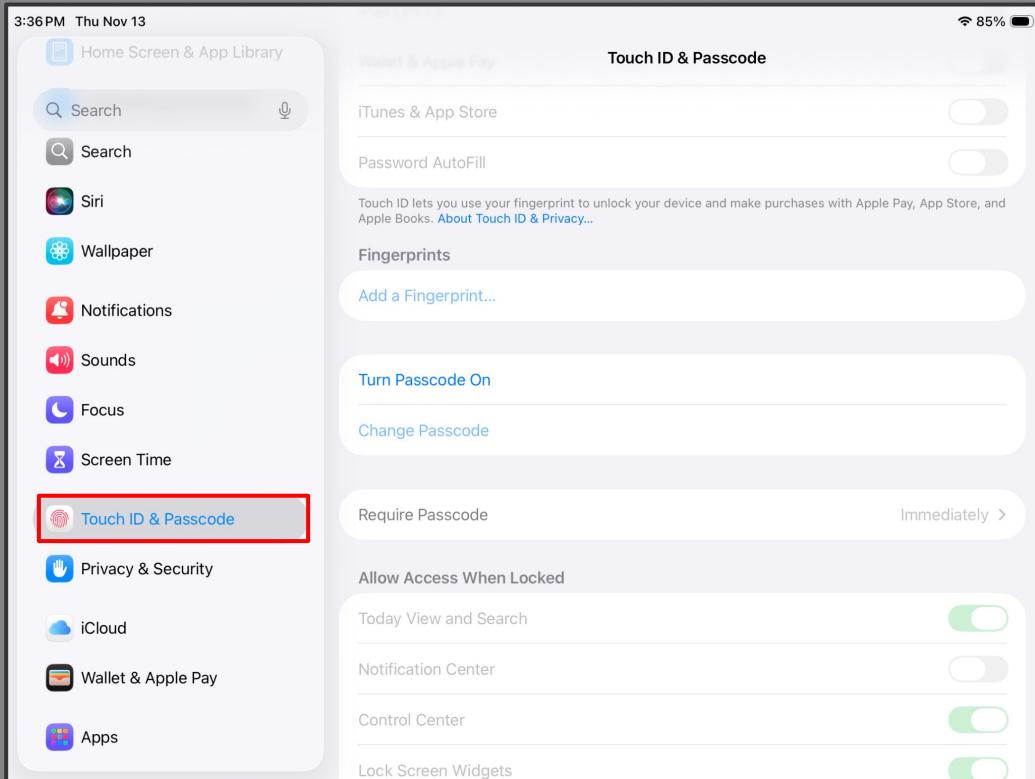
Click on the  
settings icon.





# Step #2

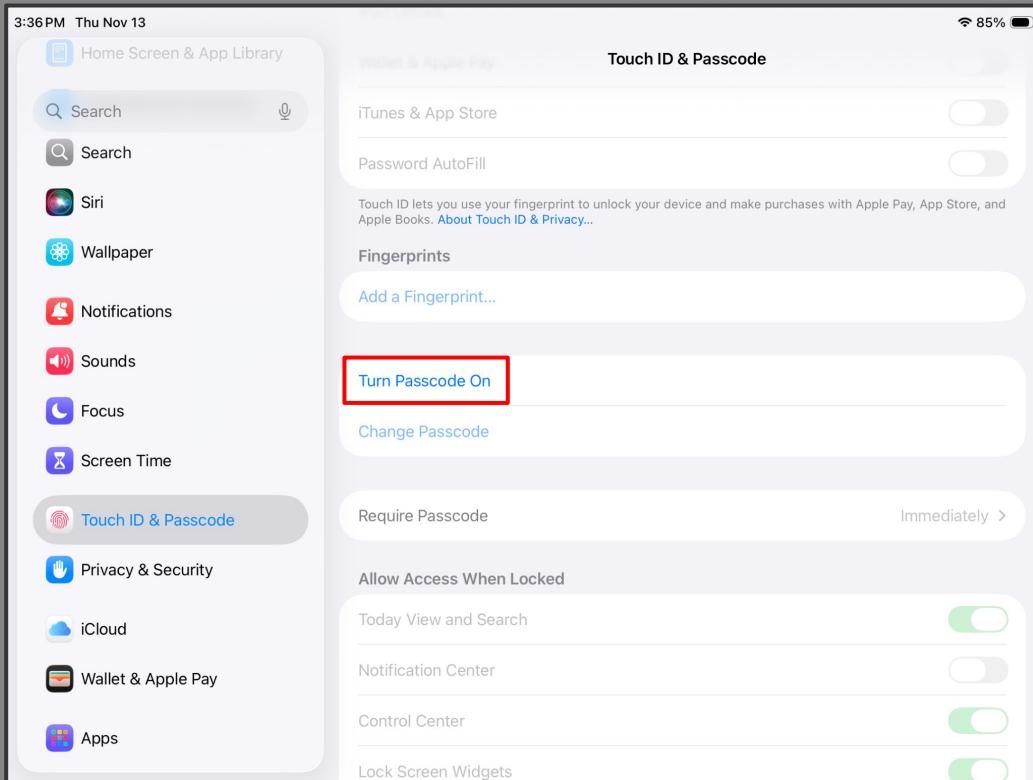
Select Touch ID & Passcode in the left toolbar.

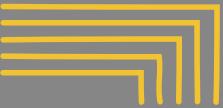




# Step #3

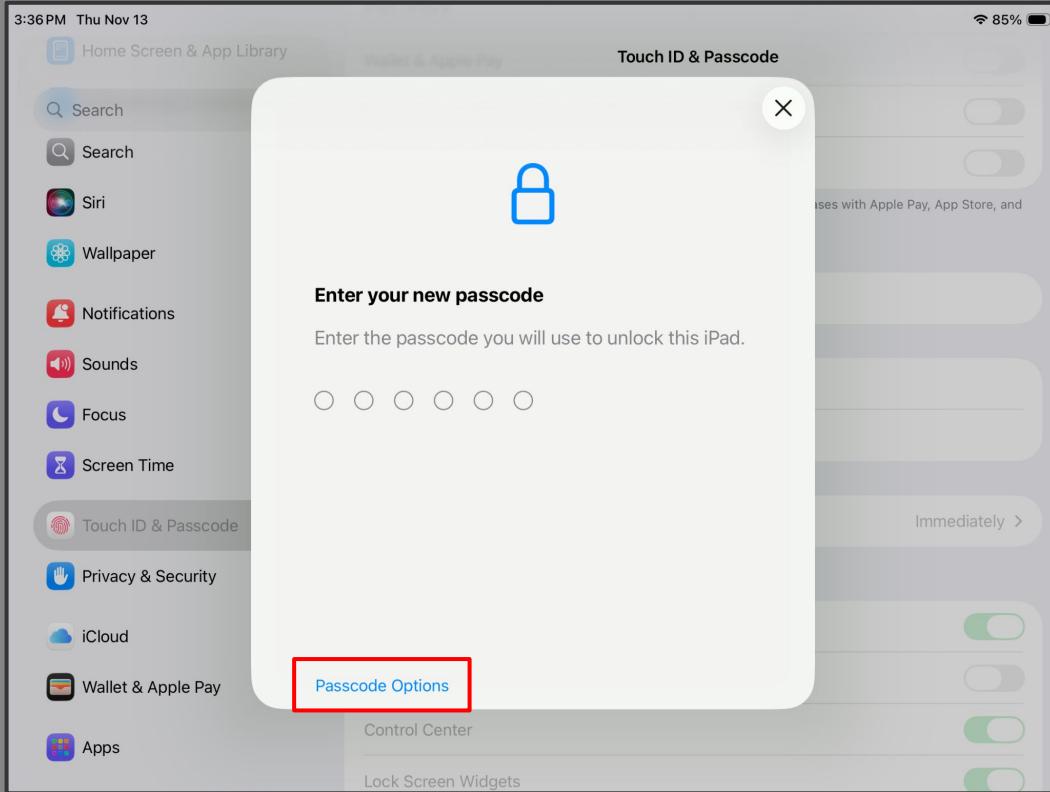
Click Turn  
Passcode On.





# Step #4

Click Passcode Options.





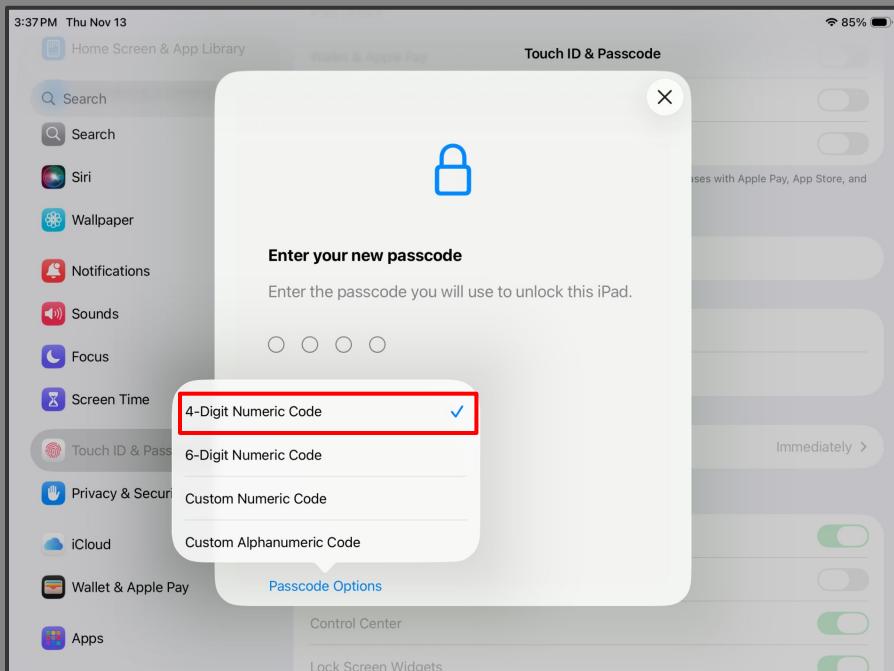
# Step #5

Select 4-Digit Numeric Code.

The code **MUST** be the **4 digits in your district issued password**.

Passwords can be found in the Technology UN/PW tab in Infinite Campus.

Enter the code twice.





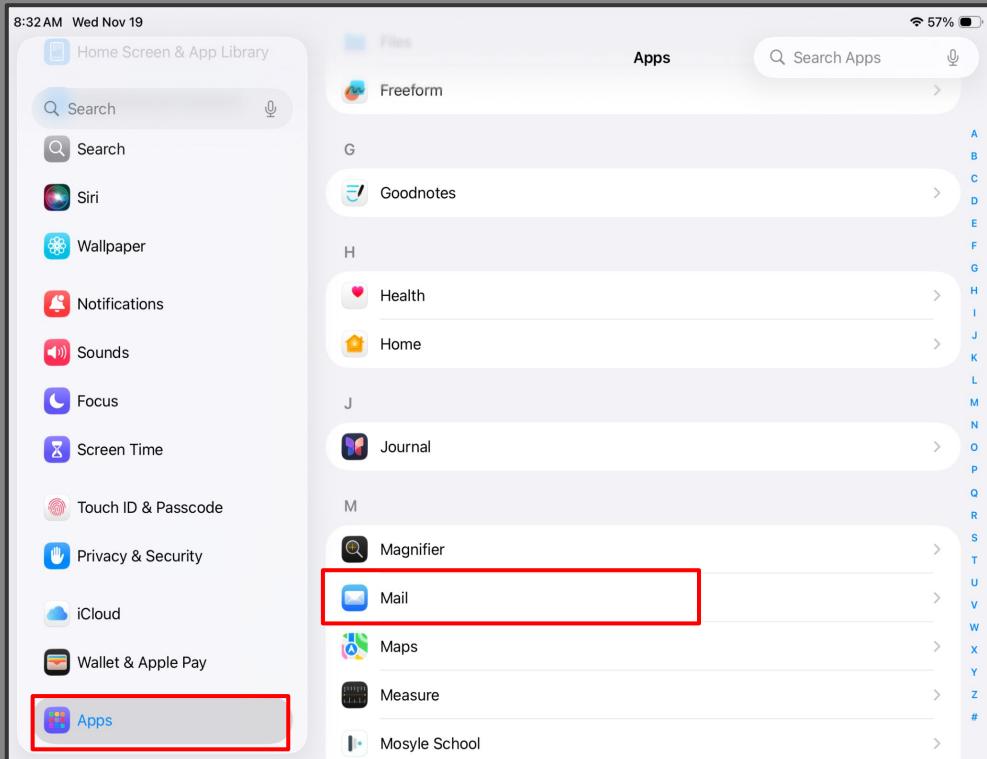
# O2 Mail Signature

iPad Set Up



# Step #1

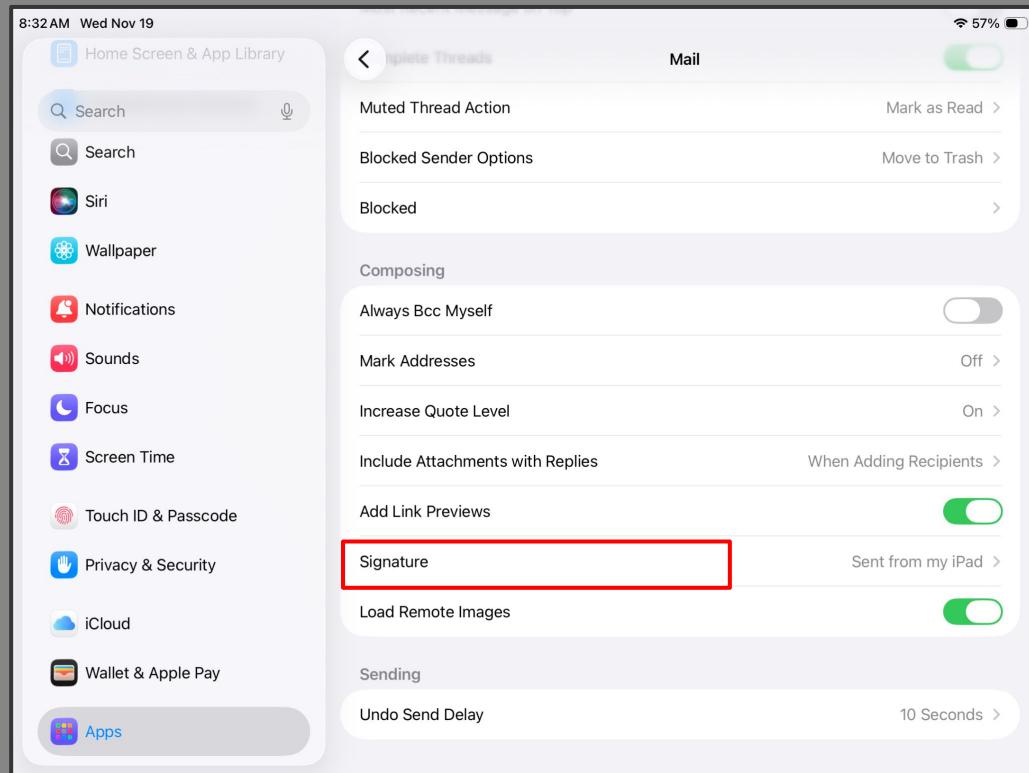
- In Settings select Apps from the menu and then choose Mail.





# Step #2

- Choose Signature - towards the bottom of the right side screen.





# Step #3

Your signature should be  
the following...

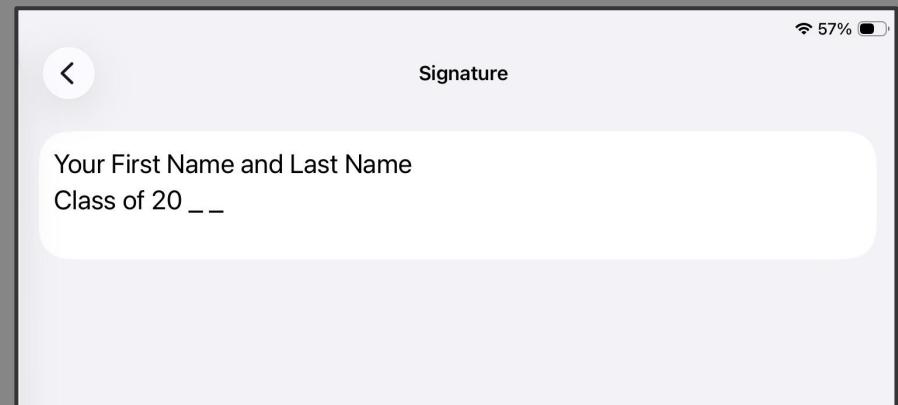
**First Name Last name  
Class of 20 \_\_**

Graduation Year

10th - 2029

11th - 2028

12th - 2027





# 03 Goodnotes Backup

iPad Set Up



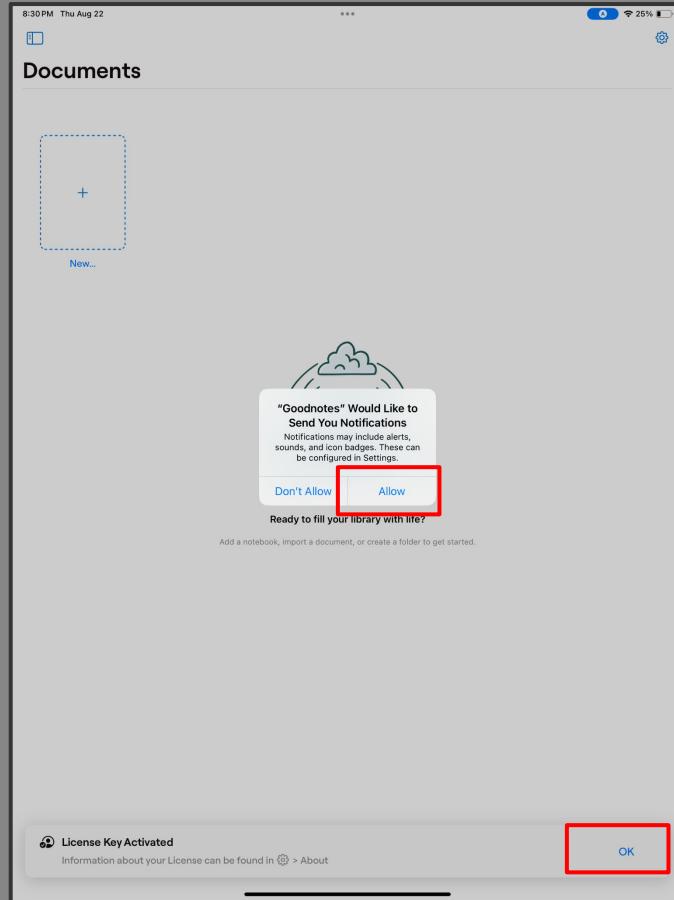
# Step #1

Click on the  
Goodnotes App



Goodnotes

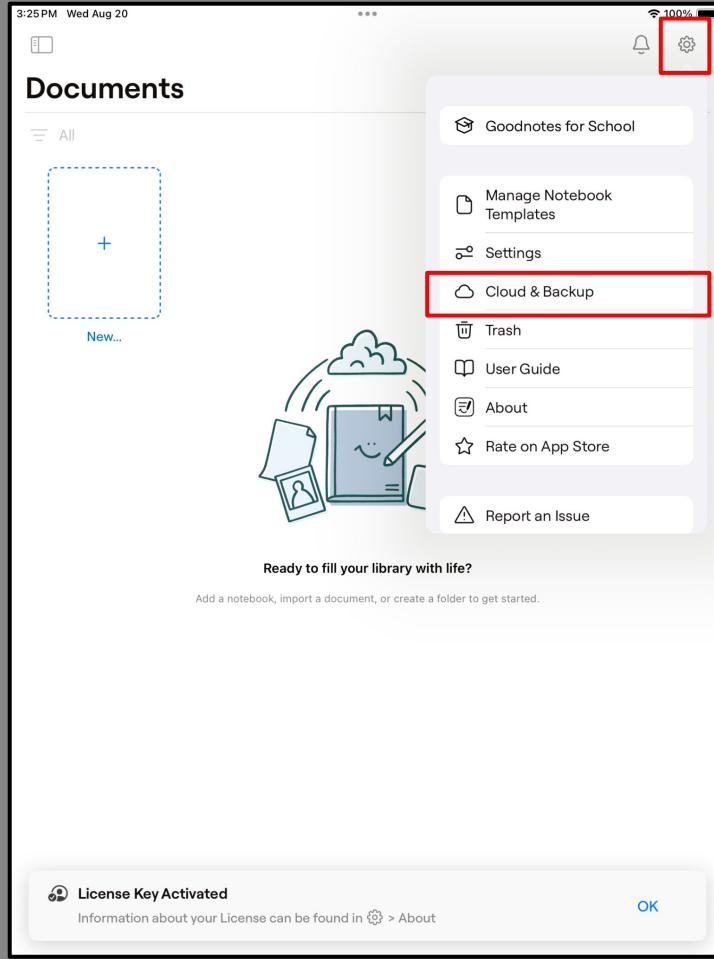




# Step #2

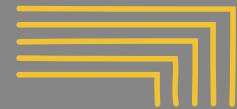
Click **Allow** and then **OK** if prompted.

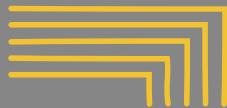




# Step #3

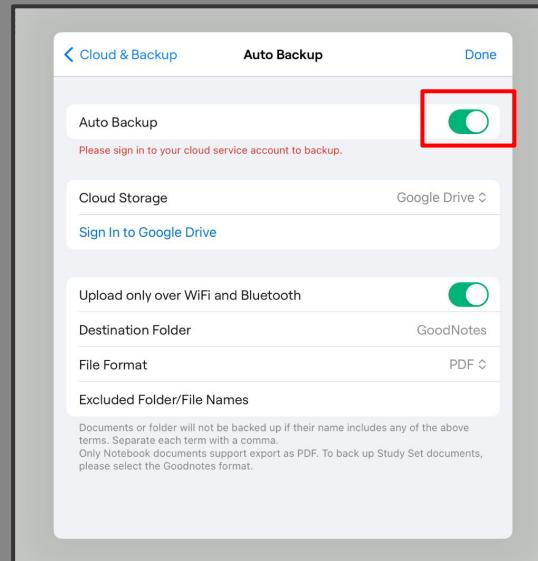
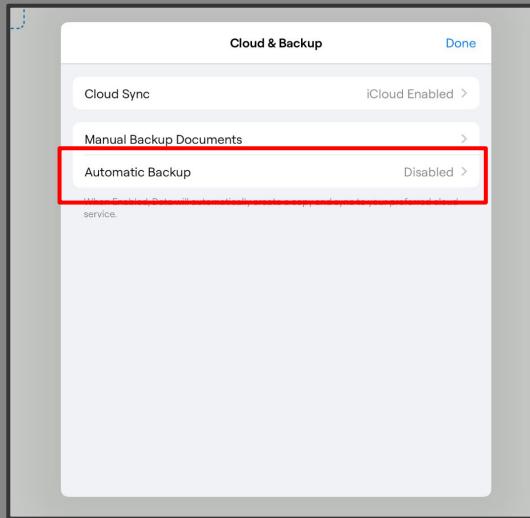
Click the **Settings** Gear and choose **Cloud & Backup**

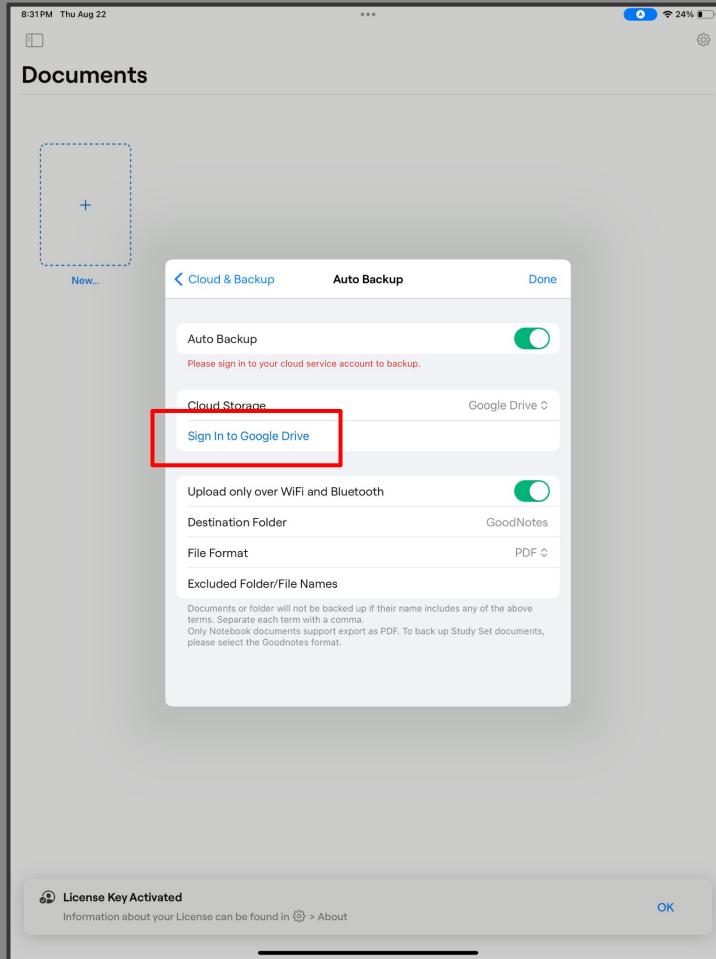




# Step #4

Click on  
**Automatic  
Backup** and  
toggle on **Auto  
Backup**.

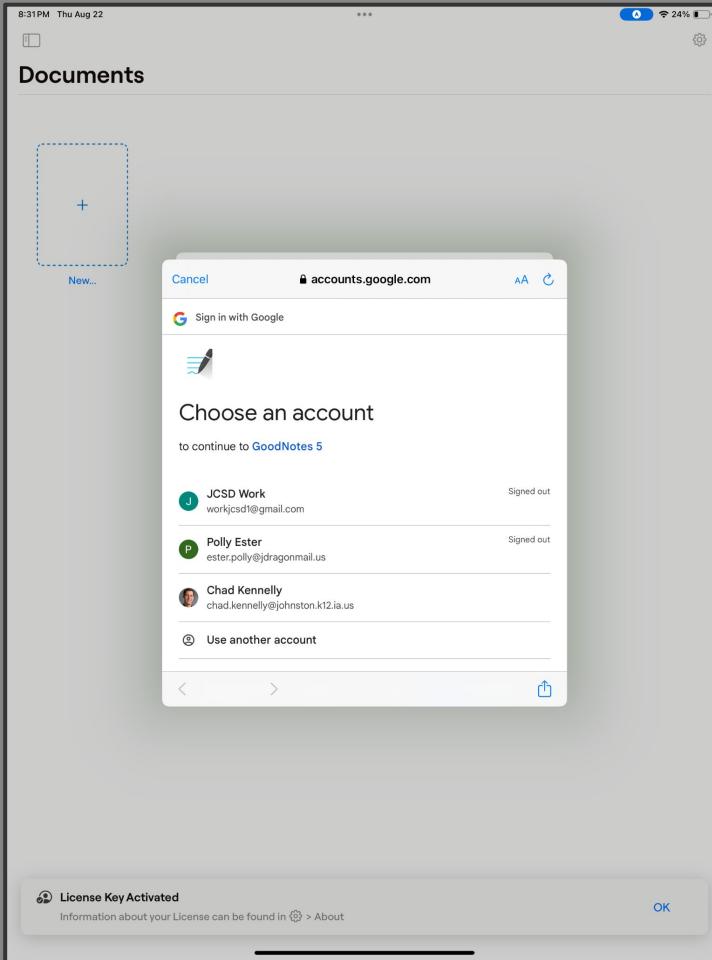




# Step #5

## Choose Sign in to Google Drive and then Continue.

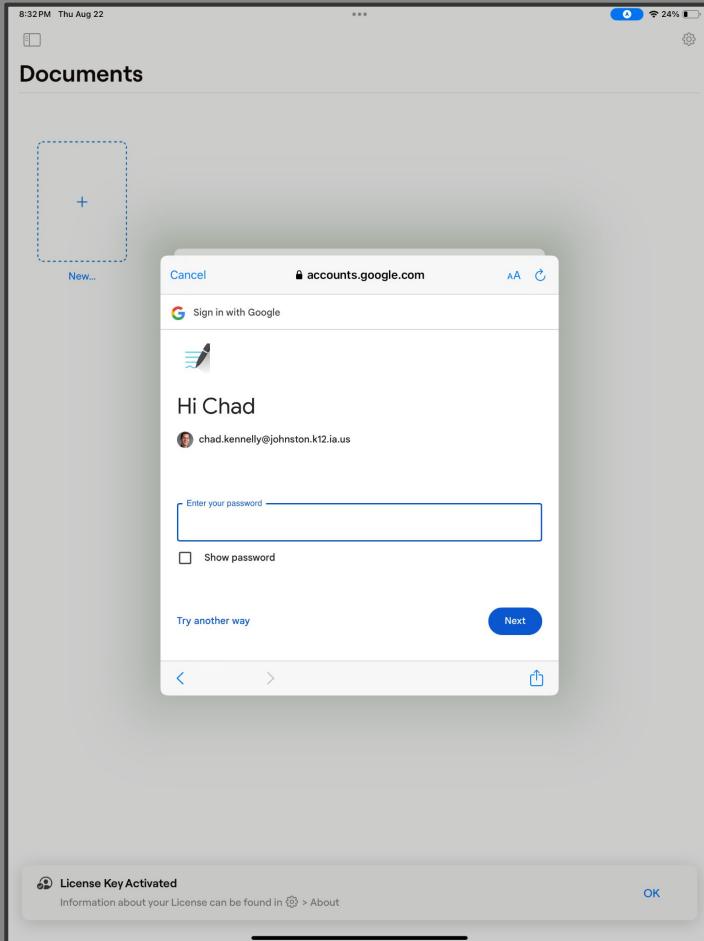




# Step #6

Choose your  
JDragonmail  
account. If you do  
not see it, enter it.  
lastname.firstname@jdragonmail.us





# Step #7

Click on your saved password or enter your password.





# Step #8

## Select Allow

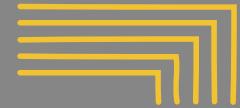
The screenshot shows a mobile application interface. At the top, there's a navigation bar with a back arrow, the text "Documents", and a search icon. Below this is a toolbar with a "New..." button (highlighted with a blue dashed box), a plus sign, and a folder icon. The main content area displays a "Google Account" dialog from "accounts.google.com". The dialog title is "Google Account" and it shows an email address: "chad.kennelly@johnston.k12.ia.us". It asks for permission: "This will allow GoodNotes 5 to: See, edit, create, and delete only the specific Google Drive files you use with this app". Below this, there's a note: "Make sure you trust GoodNotes 5" and a link to "Learn about the risks". At the bottom of the dialog are two buttons: "Cancel" and "Allow", with "Allow" being highlighted by a red rectangle. At the very bottom of the screen, there's a footer bar with icons for "OK", "About", and "Help".





# O4 Goodnotes Import

iPad Set Up



**Google Drive**

# Step #1

Sign in to the **Google Drive** app or access Drive through **Safari** and locate the Goodnotes backup file. It will be titled Backup 2025 and the date of the backup.

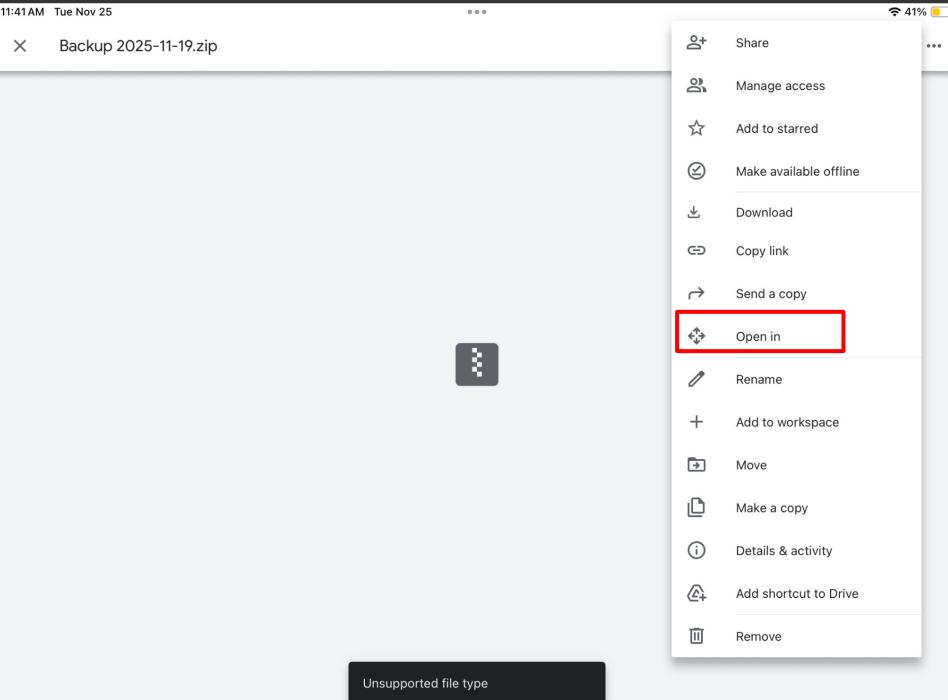




# Step #2

Choose the **three dots** in the top part of the screen and select **Open In**.

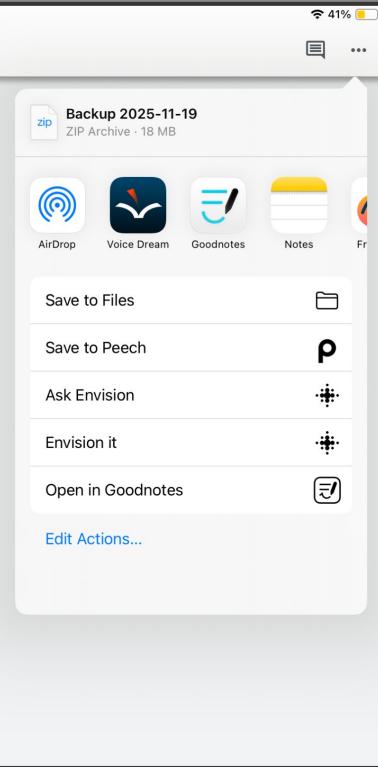
Google Drive





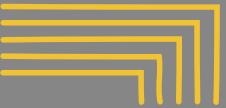
# Step #3

Choose **Goodnotes** from the menu after the backup is prepared to export.



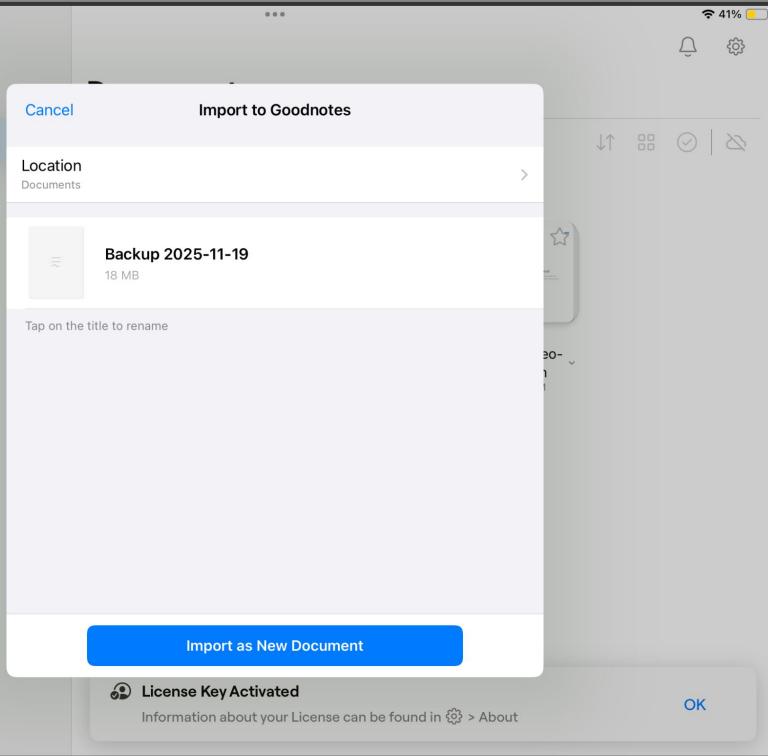
Google Drive





# Step #4

Select **Import as New Document** when Goodnotes automatically opens.



Goodnotes





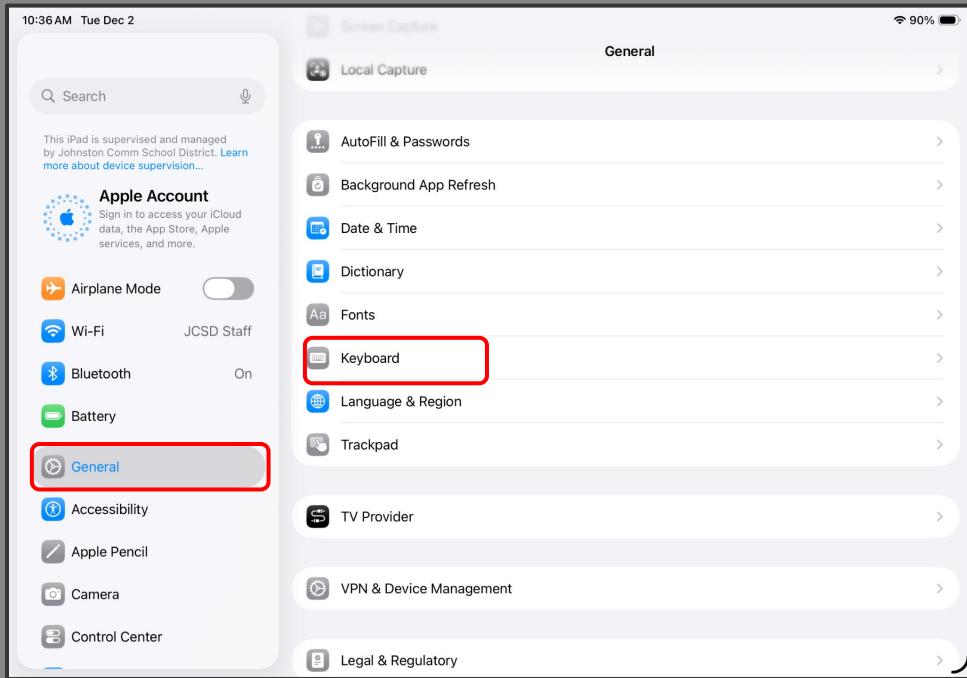
# 05 Other Information

iPad Set Up



# Step #1

Open Settings and  
select General >  
Keyboards





# Step #2

Toggle off Show Math Results.

The screenshot shows the iPad's Settings app with the 'General' tab selected. In the center, the 'Keyboards' section is displayed. A red box highlights the 'Show Math Results' toggle switch, which is currently turned on (green). Other visible settings include Auto-Capitalization, Auto-Correction, Predictive Text, Show Predictions Inline, Check Spelling, Enable Caps Lock, Shortcuts, Smart Punctuation, Enable Key Flicks, Slide on Floating Keyboard to Type, Delete Slide-to-Type by Word, and ":" Shortcut. The status bar at the top shows the time as 10:36 AM, the date as Tue Dec 2, and the battery level at 90%.





# REMINDER

If you are unable to access WiFi outside the district remember to CLICK the PROXY APP.

# Thank you!

## iPad Set up

**CREDITS:** This presentation template was created by [Slidesgo](#), and includes icons by [Flaticon](#) and infographics & images by [Freepik](#)

