

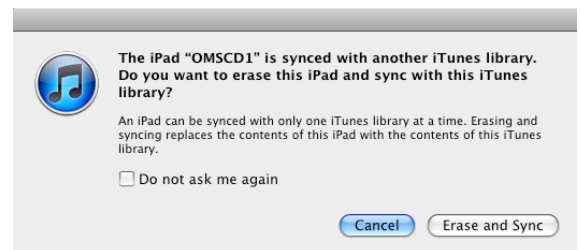
End Users – Your first step: Setting Up Your iTunes Account

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1. If you will be using an iPad yourself and adding apps and other content to it, decide on the computer that you will use. You have to associate your iPad to the same computer all the time. The computer that you use must have iTunes software on it and be in a place where you can connect and sync your iPad device(s).
2. Set up an iTunes Store Account: (Without a credit card) (This is also available online at danking.net/ipad under the first column) Do this even though you may have a personal iTunes account anyway. Just use a different password.
3. Make sure you have the latest version of iTunes. If you open iTunes and it prompts you to update iTunes. Do this first. Just follow the directions.
 - a. Open iTunes on the computer that you will use with your iPads. Make sure you are seeing the whole open window.
 - b. Go to the “iTunes Store” link on the left.
 - c. When the iTunes store appears, look along the top row of tabs and choose “Apps” from the list. This will bring you directly to the apps store.
 - d. Look for “free apps” by scrolling down and looking to the far right for the Free Apps section.
 - e. Choose a free app. Don’t worry, you can always get rid of it. It really does not matter what app it is, as long as it is free.
 - f. Once you click on your free app you will be prompted to complete an account. Choose “Create New Account”
 - g. Complete the rest of the information. When you get to payment options, choose “none”. This way no credit card info is being used. This account will only be used to add apps to your iTunes that are free or already have been purchased.
 - h. After you complete the info, you will be sent an email with a link to verify what you did was indeed done by you. Open your email and look for this link. You’ll be asked for your new Apple ID and Password you just set up.
 - i. Once done, you can go back to iTunes and your app will download to your iTunes account. It will be listed when you click on the “Apps” link on the far right of your iTunes window.
3. You are now able to make free app purchases and redeem links sent to you by your program facilitator to download to your iTunes and sync to your iPad(s).

Second Step: Connecting your iPad for the first time.

1. Use the cable that came with your iPad.
Connect the USB end to an empty port on the back of the computer and the other end to your iPad.
2. If iTunes does not start up by itself, open iTunes manually.
3. You will be presented with a message about syncing and erasing. Choose: “Erase and Sync”



4. The name of your iPad now appears in iTunes on the right. Click once on the name of your iPad.
5. In the next window, choose “Apps” from the tabs at the top.
6. Check the box next to the word “Sync”
7. A message appears. Click “Sync Apps” and click “Apply” at the bottom right.
8. Your iPad is now joined with your computer and is ready for syncing apps at your choosing.



Third Step: Redeeming your volume voucher from Apple.

Make sure that you give your volume voucher card to your program facilitator. He or she will redeem it at the iTunes site and keep your “bank account” of app money. Keep track of the \$100 by using the District Volume Voucher Usage Form (Onalaska only). For more volume voucher cards , see your program facilitator.

1. Go to volume.itunes.apple.com/us/store. When site comes up bookmark it for future use. (This site is also available at danking.net)
2. This is a great place to search for “paid” apps for your iPad.
3. If you find an app you want. You will need to send the exact name of the app and the price to your program facilitator via email.
4. Your program facilitator will email you back a link/code for each of the apps you wanted. One link/code for each app purchased.
5. Click on each of the links, using your password for your iTunes account, the app will automatically go to your iTunes account.
6. You may only redeem these links once. These links MUST be redeemed on the computer that you will be using a syncing companion to your iPad.
7. Connect your iPad to your computer. Apps will be available to sync to your iPad.