

# iPad Basics: Guided Access

## Introduction

This is a brief overview of how to use Guided Access on your iPad.

## Learning Objectives

Completion of this tutorial will give you experience with the following:

- Guided Access

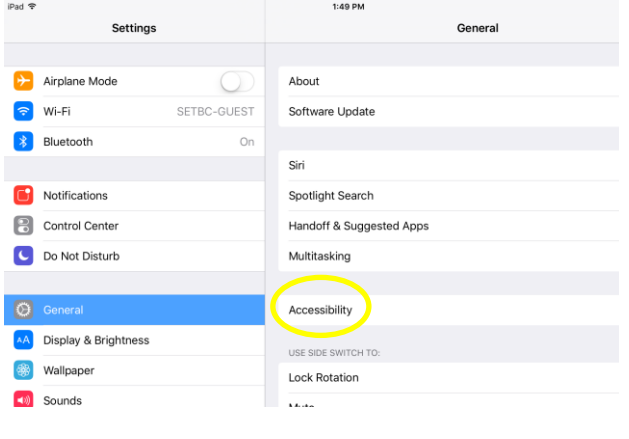
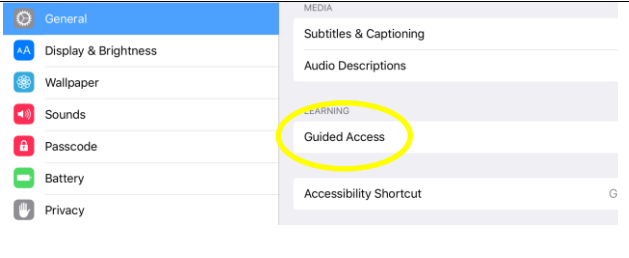
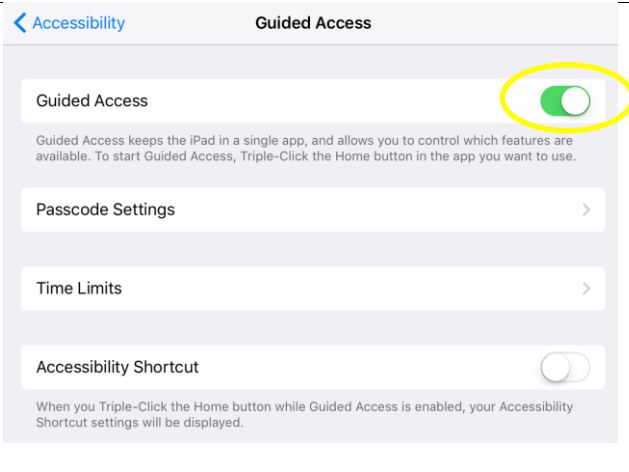
## This tutorial assumes

- that you have an iPad

## Case Study

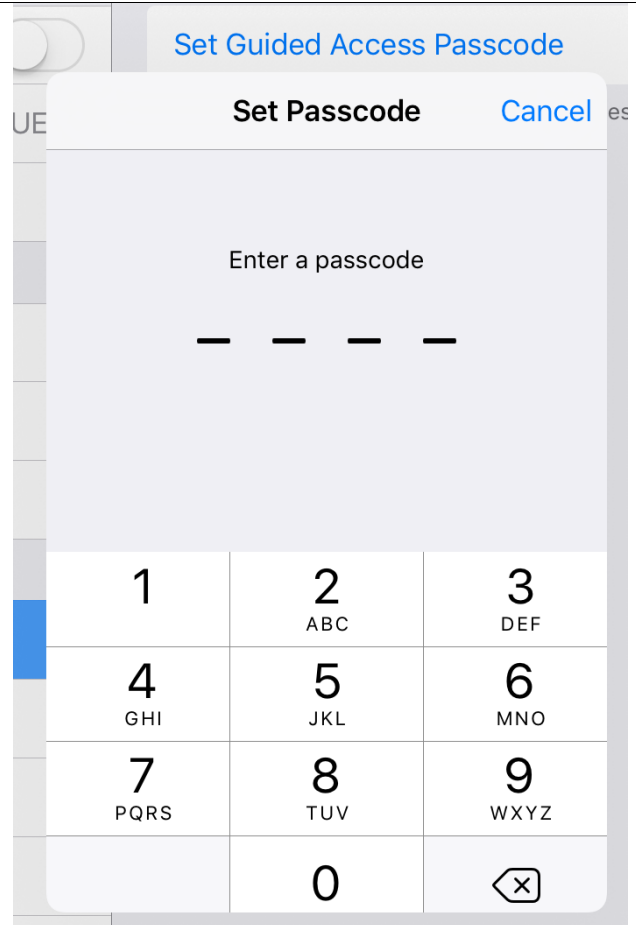
Ralph is working on writing a paragraph for class and is using the iPad to support his written output. He loves watching YouTube videos on the iPad and has a difficult time staying on task. His teacher will set his iPad to Guided Access for ten minutes, so that he can focus on writing for ten minutes, and then have a break.

## Guided Access

1	Open <b>Settings</b> and tap <b>General</b> , then <b>Accessibility</b> .	 A screenshot of an iPad's Settings app. The 'Settings' menu is open, and the 'General' option is selected and highlighted in blue. In the 'General' submenu, the 'Accessibility' option is circled in yellow.
2	Scroll to the bottom and tap <b>Guided Access</b> .	 A screenshot of the 'Accessibility' settings page in the iPad Settings app. The 'Guided Access' option is circled in yellow.
3	Toggle the <b>Guided Access</b> switch on (green).	 A screenshot of the 'Guided Access' settings page. The 'Guided Access' toggle switch is turned on and is circled in yellow.

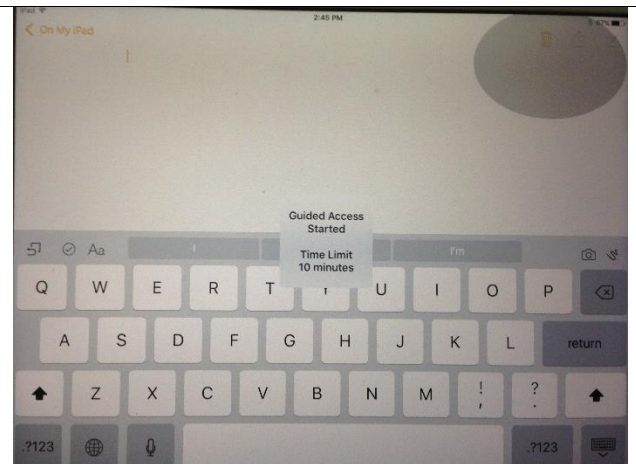
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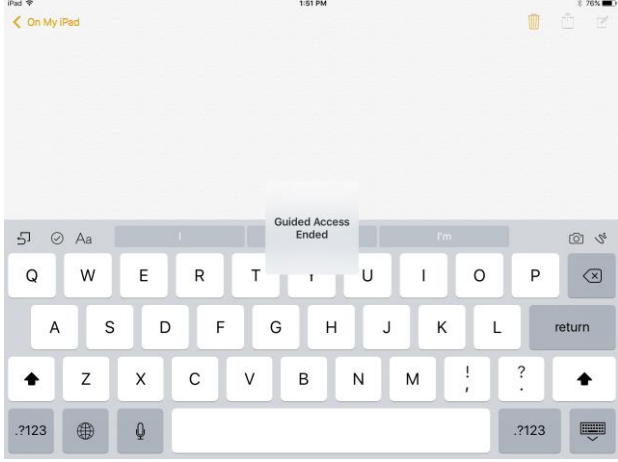
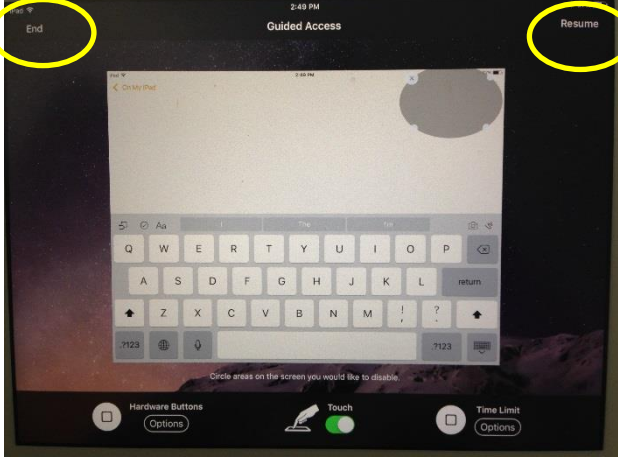
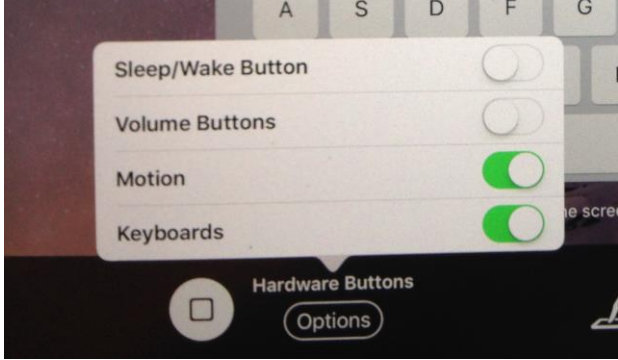
Tap **Passcode Settings**. Tap **Set Guided Access Passcode**. Enter a passcode. Re-enter you passcode to confirm.

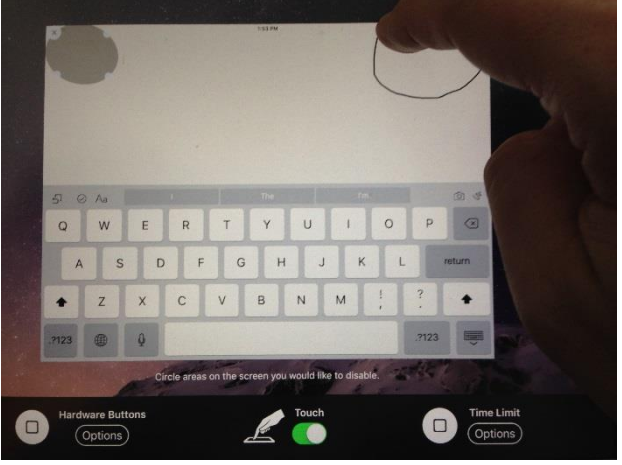
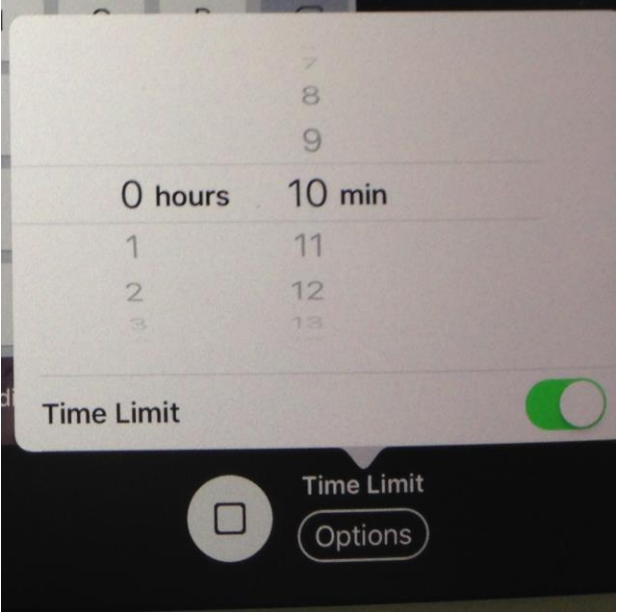


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Hit the home button and go to the app your student will be working in (in this example, Notes). Set up the page so that the student is ready to work. Triple click the home button. Guided Access will begin.



<p>6</p>	<p>To exit Guided Access, triple click the home button again. Enter your passcode.</p>	
<p>7</p>	<p>You will now see the Guided Access screen. (If you don't see it, triple click again to resume). Tap <b>End</b> (top left corner) to end Guided Access and <b>Resume</b> (top right corner) to resume.</p>	
<p>8</p>	<p>Tap <b>Hardware Button Options</b> (bottom left) to change access to hardware buttons.</p>	

9	<p>Tap <b>Touch</b> (bottom centre) to block access to certain areas of the screen. Once the switch is toggled on (green), draw a circle around the area of the screen you would like to prevent access to. These shaded areas can then be moved around by dragging, or deleted by tapping the x.</p>	 A screenshot of the 'Touch' settings screen. At the bottom, there are three icons: 'Hardware Buttons' (a square), 'Touch' (a hand icon with a green toggle switch), and 'Time Limit' (a square). The 'Touch' toggle is turned on. A hand is shown drawing a circle around the keyboard area on the screen. Below the keyboard, there is a text prompt: 'Circle areas on the screen you would like to disable.'
10	<p>Tap <b>Time Limit Options</b> to set a time limit for Guided Access.</p>	 A screenshot of the 'Time Limit' settings screen. The screen shows a numeric keypad with the time set to '0 hours' and '10 min'. Below the keypad, there is a 'Time Limit' label and a green toggle switch that is turned on. At the bottom, there are two icons: a square icon and a button labeled 'Time Limit Options'.