How to Use Guided Access on the iPad

Setting up Guided Access

- 1. Go to **Settings** > **Accessibility**
- 2. Turn on Guided Access
- 3. Tap Passcode Settings
- 4. Tap Set Guided Access Passcode
- 5. Enter a passcode and then re-enter it

	Settings	Accessibility	Guided Access		
	Notifications				
(1))	Sounds	Guided Access			
C	Do Not Disturb	Guided Access keeps the iPad in a single app, and allows you to control which features are available. To start Guided Access, triple-click the Home button in the app you want to use.			
I	Screen Time	Passcode Settings		>	
\bigcirc	General	Time Limits		>	
	Control Center				
AA	Display & Brightness	Accessibility Shortcut			
	Home Screen & Dock	When you triple-click the Home button while Guided Access is enabled, your Accessibility Shortcut settings will be displayed.			
Ť	Accessibility				
*	Wallpaper	Display Auto-Lock		Default >	
		Set how long it takes your iPad to automatically lock during a Guided Access session.			

Starting Guided Access

- 1. Open the app that you want
- 2. Triple-click the **Home** button
- 3. Tap Guided Access
- 4. Tap Start



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Guided Access Options

- 1. While in Guided Access
- 2. Tap **Options**
 - a. Available options
 - i. <u>Sleep/Wake Button</u>

To turn off the Sleep/Wake button on your device, turn this off.

- ii. <u>Volume Buttons</u> To turn off the volume buttons on your device, turn this off.
- iii. Motion

To limit how your device responds to motion, turn this off. For example, your screen won't respond when shaken, and the screen won't rotate no matter how you hold your device.

iv. Keyboards

To turn off the keyboard so that it does not appear, turn this off.

v. Touch

If you want your device to ignore screen touches, turn this off.

vi. <u>Time Limit</u>

To choose a time limit for your Guided Access session, turn this on.

- 3. Turn on or off the options that you want
- 4. Tap **Done**

Ending Guided Access

- 1. Triple-click the **Home** button
- 2. Enter your Guided Access passcode
- 3. Tap **End**



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