

# Using the iPad from home

## Connecting iPad to home wireless

1. Power on iPad
2. Tap the “Settings” icon
3. Locate and tap “Wi-Fi”
4. Locate and tap the wireless network being connected to
5. When prompted enter network password
6. Tap “join”. If connection fails verify network password
7. Exit Settings

## Accessing email on iPad

1. Ensure iPad is powered on and connected to wireless network
2. Locate and tap the “Student Email” icon
3. At the log in screen use NPS student account information ([1234@npsk12.net](mailto:1234@npsk12.net)) and tap “Next”
4. Enter password and tap “Sign in”
5. Select “Not Now” at prompt to save password
6. Once logged in, access email by selecting “Outlook” in top menu

## Accessing Google Classroom on iPad

1. Ensure iPad is powered on and connected to wireless network
2. Locate the “Google Classroom” icon if already installed on iPad proceed to step 3.
  - a. If Google Classroom icon is not on iPad launch “Self Service”
  - b. Select “Search” at bottom of Self Service Screen
  - c. In search box type “Google Classroom”
  - d. Select “install” – It may take up to 15 minutes to install.
3. Tap the “Google Classroom” icon to launch
4. At the log in screen use NPS student account information ([1234@npsk12.net](mailto:1234@npsk12.net)) and tap “Next”
5. Sign in again using NPS student account information ([1234@npsk12.net](mailto:1234@npsk12.net)) and tap “Sign in”

## How to report issues for all devices

Call the NPS Helpdesk at 757-628-3900

They will be able to assist with simple issues over the phone for wireless connections and password help.

If a device is damaged you will need to schedule a time with the NPS Helpdesk to bring the device to the location it was picked up. They will need a contact number to reach you back when the repairs are done or if a replacement device has to be issued.