Configuring iCloud to back-up your iPad

1. Open ‘Settings’ from the home screen.

2. Select iCloud tab in the left hand side of the screen and tap on Get a Free Apple ID
3. Use the sliders to choose your date of birth and then tap next.

4. Correctly fill out your name and then tap next.
5. Select the option (which is ticked by default) to use your current email address.

6. You must now enter your new school email address here. This is where we can run into problems because the address is mispelled or the numbers are missing before the @ sign. Please check these carefully before tapping next.
7. You must now choose a password for your iCloud account. Apple is very conscious of security and has strict conditions for your password. Please read these instructions carefully. Even if you follow these rules and Apple believes your password is not secure enough – it will prompt you to try again.

8. For extra security should you forget your password and need to reset it, Apple will ask you to set up a secret question and answer. You can use the default options or you can choose the option to use a custom question. It must be a question that only YOU know the answer to!
9. I don’t think it is particularly necessary to receive information regarding updates and you can toggle this to OFF. However, this is optional. Tap next after your decision.

10. You will need to tap to hide the keyboard to see the Agree button here.
11. Tap on Agree.

12. Tap on the Agree option again.
13. The iCloud setup screen will then load but grey out until we verify your account via email. It will appear as below.

14. You now need to go to the Mail App and launch your email.
15. Check your inbox for an email from Apple.
16. Inside this email will be a link to “Verify”. Tap on this link.
17. Safari will launch and take you to a screen where you need to enter your details one last time. Type in your email address (it appears in bold type again above where you have to enter it) and iCloud password.
18. You should then receive a message with a tick to say “Account Verified”. You are now set up for iCloud.