

### Installing an App on a School iPad:

Go to the home screen on the iPad and **click on the app that says App Portal**. A list of apps will come up and you need to **click on the app you want to install**. Then **click the yellow square in the upper righthand corner that says "Install."** A message will pop up that says it installed successfully. It may take a little while for it to fully install, so I would wait about 10 minutes before you try to use the app that you just installed.

### Updating an App on a School iPad:

If you get an error message saying that an app needs to be updated, do NOT click "Update" because it will take you to the App Store and ask for an Apple ID.

**INSTEAD**, go to the home screen on the iPad and **click on the app that says App Portal**. A list of apps will come up and you need to **click on the app you want to update**. Then **click the yellow square in the upper righthand corner that says "Install."** A message will pop up that says it installed successfully (which means it updated). It may take a little while for it to fully update, so I would wait about 10 minutes before you try to use the app that you just updated.