

Quick Reference Guide AirPlay iPad to MacBook

Introduction

The MacBook Air can be used an an AirPlay receiver in order to receive audio and video content from a nearby iPad device. This screen-mirroring method is very beneficial in classrooms that do not yet have the newer Promethean ActivPanels as it allows the iPad content to be mirrored through a connected (via USB-C to HDMI adapter) MacBook device to a Promethean Board. Teachers are able to teach and use their device from anywhere around the room, and share that iPad content to the entire classroom.

Getting Started

1. On the MacBook, click on the **System Preferences (System Settings)** icon found in the Dock at the bottom of the screen.



System Preferences (System Settings) can also be found in the **Apple Menu Bar** at the top left of the screen. Click on **System Preferences** (**System Settings**).



2. Locate and click on the **Sharing** settings (Blue Folder).



3. Locate and click on the AirPlay Receiver which is located at the bottom of the service list.



4. On the Allow AirPlay for option, click on **Everyone.**



5. Click on the **Allow Everyone** button when the *Allowing everyone to AirPlay to this Mac* window appears. There is also an option here to setup a password requirement.





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Screen Mirror from the iPad.

6. Swipe down from the top right corner of the screen to access the **Control Center** on the iPad.



7. Click on the Screen Mirroring button.



8. Click on the **MacBook Name** (Serial Number) which will be used as an AirPlay Receiver.



Refer back to the **MacBook Sharing** Settings to find the **computer name**.



9. On the MacBook, a small AirPlay Notification will appear for a few seconds on the top right corner of the screen. Click Accept to allow the iPad (Serial Number) to AirPlay to this Mac. If a password was set up, enter the code on the iPad to connect. The iPad screen should now be mirrored to the MacBook.



If the Decline button is pressed, the iPad will not be able to AirPlay to the MacBook. Ignore or decline any other unwanted AirPlay requests.

Stop Screen Mirroring from iPad.

10. Swipe down from the top right corner of the screen to re-access the **Control Center** on the iPad.





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11. Click on the **Screen Mirroring** button again.



12. Click on the **Stop Mirroring** button.



The MacBook screen should now be back to normal view.

After the initial setup, using AirPlay to mirror the iPad onto the MacBook Air can be restarted by following the **steps 6 - 9** of this quick reference guide.