Student Refresh

Before you refresh your iPad

- [ ] **Sync your iCloud**
  Click settings and your name should be in the top corner. Click on it then click iCloud and toggle on all the options you want to transfer to your new iPad (eg Photos)

- [ ] **Backup your iCloud**
  Click settings - your name - iCloud and scroll down to iCloud Backup. Toggle it on to ensure all your iCloud information is backed up.

- [ ] **Save any "in App" files**
  Book Creator and Procreate store files within the app they will not transfer over. Save any files from these apps to your iCloud or OneDrive in order to keep them.

- [ ] **Save your "on my iPad" files**
  Open files and look in "On my iPad". Move any files that you wish to save to either your iCloud drive or your OneDrive.

Information and passwords you need

- [ ] **RM Username & Password**
  Your username & password for logging onto a school laptop eg: jbloggs119 This is used to set up your iPad and link it to your school account.

- [ ] **Proxy Username & Password**
  This is your RM username plus your cluster number
  eg: cluster1\jbloggs119
  This is used to connect your iPad to the Internet

- [ ] **Apple ID & Password**
  It is your RM username plus @ea.scotborders.sch.uk eg: jbloggs119@ea.scotborders.sch.uk and links to your iCloud. Your password is a 6 digit number.

- [ ] **Glow username & Password**
  This is your normal glow email and password
  eg: gw12bloggsjoe@glow.sch.uk
  This is used to sign into Outlook and Showbie

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