Guided Access

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Guided Access keeps the iPad on a single app. Essentially, it allows you to lock an app. The user must have the password to exit. Guided Access also allows you to control which features are available.

Enabling Guided Access in Settings:

*If you’d like visuals, please flip to the instructions with screen shots at the end of this document.*

Instructions:

-On the iPad, go into “Settings”
-Once in “Settings”, tap “General” on the left hand side
-Next, scroll down and tap “Accessibility”
-Under “Learning”, tap “Guided Access”
-Enable Guided Access and set a four digit passcode

Now that you've enabled Guided Access and set up the passcode, you're ready to use it with an app! Please keep reading for instructions on starting Guided Access for a particular app.

Starting Guided Access:

-Open your app of choice
-Once the app is loaded, triple click the circular home button
-The app should shrink a bit, and now you have the choice to start Guided Access so it locks the app you are currently using
-Tap the “Start” button in the upper right hand corner
-Enter your four digit passcode
-You will likely be prompted to enter it once, and a second time to confirm
-A notification will pop up that states that Guided Access has started
-Now you can begin using the app with Guided Access!

Ending Guided Access is very straightforward — triple click the circular home button and enter the passcode, then tap “End”.

**Please know that you have to start Guided Access for each individual app you use.** So while it’s already enabled in “Settings”, you still need to start it and end it for each app you use.
Enabling Guided Access in Settings:

Instructions:

On the iPad, go into “Settings”
In “Settings”, tap “General” on the left hand side
Next, scroll down and tap “Accessibility”
Under “Learning”, tap “Guided Access”
Enable Guided Access by tapping here

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Guided Access keeps the iPad in a single app, and allows you to control which features are available. To start Guided Access, triple-click the Home button in the app you want to use.
Now that you've enabled Guided Access and set up the passcode, you're ready to use it with an app! Please keep reading for instructions on how to start Guided Access.

Starting Guided Access:

- Open your app of choice
- Once the app is loaded, triple click the circular home button very quickly
- The app should shrink down, and now you have the choice to start guided access so it locks the app you are currently using
- Tap the “Start” button in the upper right hand corner
- Typically Guided Access will start just from the triple click, but sometimes you’ll need to enter the passcode
- If prompted, enter the four digit passcode
- You will likely be prompted to enter it once, and a second time to confirm
- A notification will pop up that states that Guided Access has started
- Now you can begin using the app with Guided Access!