



Instructions for returning your iPad: Summer 2020

How to back up with iCloud

1. Connect your iPad to a Wi-Fi network.
2. Go to Settings > [*your name*], and tap iCloud.
3. Tap iCloud Backup.
4. Tap Back Up Now. Stay connected to your Wi-Fi network until the process is complete.

You can check the progress and confirm whether the backup is complete. Go to Settings > [your name] > iCloud > iCloud Backup. Under Back Up Now, you'll see the date and time of your last backup.

Sign out on your iPad

1. Go to Settings > [*your name*].
2. Scroll down and tap Sign Out.
3. Enter your Apple ID password and tap Turn Off.
4. Turn on the data that you want to keep a copy of on your iPad.
5. Tap Sign Out.
6. Tap Sign Out again to confirm that you want to sign out of iCloud.

If you do reset the login (screen) password, please set it to 12345678.

Please do NOT not wipe your device.

It is quicker for us to ensure that you are signed out if the device is running as normal. We will erase the device ourselves using the management software.