

PREPPING your iPad for MCAS

iTester needs the iPad Operating System to be 18.2.1 or higher

To make sure that everyone's iPad is running properly for MCAS the BMS Tech Center recommends the following steps below. Please note, these steps can be followed throughout the school year to ensure your device is always running optimally.

1. Check the storage on the iPad to make sure that you have at least 11 GB free.

Look at the Top section on the right pane and select iPad Storage.

2. Delete any movies, pictures, and apps you are no longer using.

Open **Photos app**

Press **Select** in upper right corner and select the movies/photos you no longer need

Press **Trash Can** in lower right corner and hit Delete

Next, you need to delete the movies/photos in the **Recently Deleted** section of the Photos app.

In upper left top corner hit the back arrow and a menu will appear

Press **Recently Deleted** Section under Utilities

Press **Select** in the upper right corner

Press **Delete All** in lower left corner.

8th grade students: please make sure you back up any pictures, movies, etc. that you want to keep. Remember you will be turning in your iPad in June.

3. Make sure Automatic Software Updates are turned on.

To turn on Automatic Software Updates do the following:

Open **Settings**

Tap **General** on left side of screen

Tap **Software Update** on right side of screen

Tap **Automatic Updates**

The **Download iPadOS Updates & Install iPadOS Updates** buttons to the right should be turned on and green. If they are not green tap the buttons to turn them on.

Please note: In order for the Automatic Updates to install at night the iPad must be plugged in and turned on.

4. To install a Software Update manually.

Make sure you are plugged in and do this at home after school and homework.

Open **Settings**

Tap **General** on the left side of screen

Tap **Software Update**

Tap **Download and Install**

Enter your iPad passcode

If there is an Update it will **Prepare Update** first (This can take a while so be patient)

When it is done preparing Tap **Install Now**.

5. The morning of MCAS, please turn your iPad off and then back on.

6. Make sure that iTester is installed on your iPad.

If iTester is not installed on your iPad open Self Service and install/reinstall iTester.

iTester will only work if the iPad has the operating system of 17.3 or higher for the test session to work properly.

Following the steps above: *checking the storage, deleting old pictures, movies, apps you are not using, making sure your iPad is up-to-date, and performing a soft restart the day of testing* should make certain your iPad will be good to go for MCAS testing. If you have any questions please email or call the BMS Tech Center at bmstech@beverlyschools.org, or 978-921-6103 ext. 24160 or ext. 24170.