

iPad Class

08.21.12

Furman Admissions

iPad Apps:

Evernote is an easy-to-use, free app that helps you remember everything across all of the devices you use. Stay organized, save your ideas and improve productivity. Evernote lets you take notes, capture photos, create to-do lists, record voice reminders--and makes these notes completely searchable, whether you are at home, at work, or on the go. (*App & Local*)

Dropbox is a free service that lets you bring all your photos, docs, and videos anywhere. Any file you save to your Dropbox is accessible from all your computers, iPhone, iPad and even the Dropbox website! (*App & Local*)

Box (*Furman may be moving to this system*) makes it easy to access and edit your files, share content and stay connected with your team from anywhere on any device & includes 5GB free. (*App & Local*)

- * Share important files with your coworkers
- * Have your presentation at your fingertips
- * Comment on documents on the go
- * View updates to your spreadsheet instantly

iCloud comes on the iPad & must be enabled to use. Once this is enabled your iPad will no longer back up to your computer & iTunes. It will now automatically back up to iCloud. Users start with 5GB free here too.

FileBrowser is like having Windows Explorer or Mac Finder on your iPad/iPhone to access network folders on Macs, Windows, Linux, and NAS drives.

LogMeIn : Remotely control your PCs and Macs over WiFi/3G with the free LogMeIn app on your iPad or iPhone. It works with LogMeIn's free award-winning software installed on as many computers as you like. You can remotely access your files, run your applications and control your desktops from anywhere. With everything at your fingertips, you're finally free to go. (*App & Local*)

Remote Desktop Lite - RDP : Using your iPhone or iPad, you can connect to your Windows Workstation Computer and see the files, programs, and resources exactly as you would if you were sitting at your desk, just on a smaller screen.

PDF Expert is the ultimate solution for all your PDF needs. It lets you read and annotate PDF documents, highlight text, make notes, draw with your finger and save these changes being compatible with Preview and Adobe Acrobat. PDF Expert will read almost all document types like: iWork, MS Office, Power Point, text files, images, even music and video files, etc. PDF Expert can get documents from any place you may need. PDF files from desktop computers, email attachments, documents on the Dropbox, SkyDrive, GoogleDocs and even in other iPad applications could be accessed with PDF Expert.

iPad for Admissions cont.

OnLive® Desktop is a service that provides a seamless, no-compromise, instant-response cloud-based PC desktop, wherever and whenever you want it. OnLive brings to your iPad a high-performance PC experience, regardless of the content, even when interacting with fast-action media. (*App & Local*)

Photo Transfer App allows you to easily download photos from your iPhone or iPad to your computer as well as exchange photos from and to your iPad, iPhone or iPod touch. Transfer photos over WiFi, no cables or extra software required.

Notability is optimized for the new iPad! It powerfully integrates handwriting, PDF annotation, typing, recording, and organizing so you can take notes your way! Discover the freedom to capture ideas, share insights, and present information in one perfect place on iPad.

GoodReader® is the super-robust PDF reader for iPad. With GoodReader on your iPad, you can read virtually anything, anywhere: books, movies, maps, pictures. GoodReader has earned its accolades by the way it handles huge PDF and TXT files, manuals, large books, magazines, and renderings of 100 mb and more with great speed. The ability to mark-up PDFs opens up new doors to GoodReader users who can now use typewriter text boxes, sticky notes, lines, arrows, and freehand drawings on top of a PDF file.

Besides reading, you can also sync your files with remote servers:

- sync with Dropbox, SkyDrive, SugarSync and any WebDAV, AFP, FTP or SFTP server
- sync entire folders or individual files separately

Google Docs : Create, share, and collaborate on the web with documents, spreadsheets, presentations, and more. (*This is Not an iPad App, but it does integrate across platforms nicely.*)

HippoRemote Pro : Control your computer with a wave of your hand or a flick of your finger! Impress your audience at speaking engagements or just veg out on the couch. HippoRemote Pro turns your iPhone and iPod touch into a Wi-Fi keyboard, trackpad, and remote control, making it the perfect pocket-sized controller for your computer. HippoRemote works great as a clicker for your Keynote or PowerPoint presentation. Or to control your classroom's interactive whiteboard.

AirServer AirServer is a powerful Mac/PC application that enables you to stream or mirror your iOS device, such as your iPad 3 & iPhone 4S, to your Mac/PC. If your computer is connected to a secondary or alternative display, such as an HDTV or projector, your iOS device can use that display. If your iOS device allows Mirroring then anything you see on that device can be displayed on the big screen. (*This is Not an iPad App*)

The Virtual Private Network (VPN) Client allows users to connect to resources on Furman's network from off campus using various Internet Service Providers (ISPs). (*This is Not an iPad App*)

<http://www2.furman.edu/sites/ITS/facstaff/Pages/VPN.aspx>

Users must be approved before using this Furman service.

vpn.furman.edu

As you can imagine there are many more useful Apps out there so keep on exploring. Please let me know if you have any questions too, Thanks.

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iPad Tips & Tricks

Set the iPad to self-destruct in 10 seconds: Okay, not really--but you can set the iPad to erase all data after ten failed passcode entry attempts by checking the Erase Data option under Settings, General, Passcode Lock.

Don't let AutoCorrect mess you up: If you don't like the option AutoCorrect gives you, reject it by finishing the word as you prefer, and then tapping the suggestion. If you want to use AutoCorrect's choice, just type a space or punctuation mark, or tap Return, the moment it pops up.

Create custom shortcuts for common phrases: Make AutoCorrect work for you by teaching iOS to transform shorthand (such as "omw") into common phrases (like "on my way") using iOS 5 shortcuts. Simply navigate to Settings, General, Keyboard, and select Add New Shortcut. Type the phrase you want to shorten in the Phrase field, and then type the shortened version you want to use in the Shortcut field.

Download the free iPad User's Guide: You may have noticed that your iPad didn't come with a big printed manual--that's not Apple's style. However, you can download the PDF version of the iPad User's Guide from Apple's website, or you can read it in iBooks if you have that installed (iBooks is available as a free download in the App Store). Make sure to download the manual for the version of iOS you're currently using!

Use the Side Switch: You can use the switch on the side either to enable and disable audio alerts (this doesn't affect video/audio playback) or to lock the screen's orientation in portrait or landscape mode. You can toggle which function is assigned to the switch by opening Settings from the home screen, selecting General, and choosing the function you want under the 'Use Side Switch to' heading.

Take a free guided tour: Apple provides video tutorials on setting up iTunes, as well as a complete rundown of all your preinstalled apps so that you can get a good look at how to use them.

Speed up your sentences: Double-tapping the spacebar while typing a message will type a period and a space.
Multitask in iOS: You probably already know that you can press the Home button twice to bring up a list of currently running or suspended apps. However, you can also swipe the multitasking bar left to right to quickly access audio/video playback controls, a shortcut to the iTunes app itself, an AirPlay button that lets you wirelessly mirror the iPad display on an Apple TV, and volume controls. Also, when you choose whether the Side Switch should mute alert sounds or lock the screen orientation (see the tip above), the function you didn't choose will appear in this shortcut bar.

Secure your backups: You can encrypt your iPad's backup data in iTunes. Just open the iPad in iTunes, click the Summary tab, and check Encrypt iPad backup under the Options heading.

Swap the search engine: Too cool for Google? You can change Safari's default search engine by going to Settings, Safari, Search Engine. Alas, you can choose only from Google, Bing, or Yahoo--no vintage Metacrawler for you.

Take a screenshot of whatever is on the screen: Press the Home button and the sleep/wake button simultaneously. The screenshot will automatically appear among your photos.

Change your email signature: Don't be one of those people who leave the default 'Sent from my iPad' signature on all their messages. Change it in Settings, Mail, Contacts, Calendars, Signature to something more interesting.

iPad Tips & Tricks cont.

Selectively prevent automatic sync: Sometimes you don't want to sync your iPad when you connect it to your computer. In that case, hold down Shift-Ctrl (or Command-Option, on a Mac) in iTunes while plugging your iPad in, and iTunes will skip the automatic sync just this once. Alternatively, you can safely interrupt a sync by dragging the unlock slider on your device while the iPad is midsync.

Toggle 3G/LTE data roaming: If you're using a 3G iPad, you can turn data roaming on in the Settings, Cellular Data menu in case you want to try receiving cellular Internet through a different provider (fees may apply). You can also disable LTE service if you're trying to conserve bandwidth, and you can check your data usage by going to Settings, General, Usage.

Restrict mature content: Go to Settings, General, Restrictions and tap Enable Restrictions to selectively apply controls on your apps, content, Game Center, and more. You can use this setting to limit mature content on your new iPad by disabling explicit-language recognition, blocking podcasts that have the "Explicit" tag, or blocking movies, TV shows, and apps that are rated for mature audiences.

Make your passcode more complicated: iOS defaults to a four-number passcode, but you can turn it off by going to Settings, General, Passcode Lock, Simple Passcode. Now you can use any full keyboard password to lock the iPad. The password also helps to encrypt your mail and attachments on the iPad, so you probably want to make it safer than a four-digit number.

Tweak AutoFill: You can choose to enable Safari's AutoFill feature under Settings, Safari, AutoFill. From there you can tell Safari to fill out forms automatically, either by using your specified contact information or by remembering the names and passwords from previous website login sessions.

Sync your bookmarks: You can use iTunes to sync your iPad's Safari bookmarks with your PC's Web browser. Open the iPad tab in iTunes, click the Info tab, scroll down to the Other heading, check Sync bookmarks with, and choose your preferred browser.

Email photos: The easiest way to email photos from an iPad is to open the Photos app, select a photo, press the button in the upper-right corner (the rectangle with the right-facing arrow, not the AirPlay or trash can button), and choose Email photo... to send.

Test your Web links: You can check a linked word's actual destination URL by touching and holding down on the link--it's a perfect way to sniff out phishy links.

Choose an app for email attachments: You can open a file attached to an email message by tapping the attachment in Mail, but if the default app isn't the one you want to use, simply press and hold and wait for a menu that lets you select an app.

Use the iPad as a picture frame: Not for physical photographs, silly. You can press the Picture icon in the lower-right corner of the lock screen to have the iPad display your photo stream as a slideshow.

Share podcasts with friends: Listening to a podcast that you think a friend would like? You can share the link while you're listening to it by pressing the Email button while it's open.

iPad Tips & Tricks cont.

Show traffic conditions: Open Maps, press the dog-eared page icon in the lower right, and then turn the Traffic overlay on. If your iPad has an Internet connection, Maps will show real-time traffic conditions in the displayed area. Green means traffic is going at the posted speed limit, yellow means traffic is slower than the posted speed limit, and red means traffic is stop-and-go.

Don't forget your downloads: You can immediately see if your iTunes account is due for incoming downloads by opening iTunes on your PC, clicking the Store menu, and selecting Check for available downloads. This trick can come in handy if your download process is interrupted, or if you missed some bonus iTunes content that came with an album you purchased.

Turn on Universal Access: You can enable options such as closed-captioned movies, VoiceOver screen reading, zoom magnification, and inverted white-on-black text by selecting the iPad in iTunes, opening the Summary tab, and clicking Configure Universal Access under the Options heading.

Forget Wi-Fi networks: So you accidentally connected to a network once, and your iPad remembers it for life--whether you like it or not. On your iPad, go to Settings, Wi-Fi, and find the network under the 'Choose a Network' heading. Tap the blue arrow next to the network you want to remove, and tap the button on the top that says Forget this Network.

Customize your Spotlight searches: The iPad uses Spotlight for its built-in search functions, and you can tweak it to your needs under Settings, General, Spotlight Search. If you have a lot of data on your iPad, for example, you can selectively disable search in different categories (Contacts, Applications, Audiobooks, Notes, Events, Mail, and so on) that you don't use so that your desired results show up faster. You can also simply change the order in which the search-result categories display by dragging them up and down, so that your more frequently used search categories appear at the top of the page.

Turn off in-app purchases: Go to Settings, General, Restrictions and tap Enable Restrictions to selectively enable restrictions for your apps, content, Game Center, and more. If you're worried about other people breaking your bank account on in-app purchases, just disable In-App Purchases under the 'Allowed Content' setting.

Switch up the fetching frequency: Your iPad automatically grabs new data, such as incoming email. However, the iPad also periodically activates apps that don't support iOS's Push feature so that they can go fetch new data--which uses the tablet's battery life. You can tweak your Push and Fetch settings in Settings under the Mail, Contacts, Calendars menu by toggling the Fetch New Data option.

Master multitasking gesture controls: Enable multitasking gesture controls in any iPad running iOS 5 or later by navigating to General, Settings and toggling Multitasking Gestures on. Now you can place four or five fingers on the screen at once and swipe them left or right to switch between open apps, or swipe up to display the multitasking bar. You can pinch your fingers together on the screen to return to the iPad home screen.

Sync your iPad wirelessly: To set up iTunes wireless syncing, plug your iPad into your PC, make sure both devices are connected to the same wireless network, and then boot up iTunes on your PC. On your iPad, navigate to Settings, General, iTunes Wi-Fi Sync, select the computer you want to sync with, and tap the Sync Now button. Your iPad should sync wirelessly with your computer, and will now do so automatically whenever you have it plugged in and connected to the same Wi-Fi network as your computer.