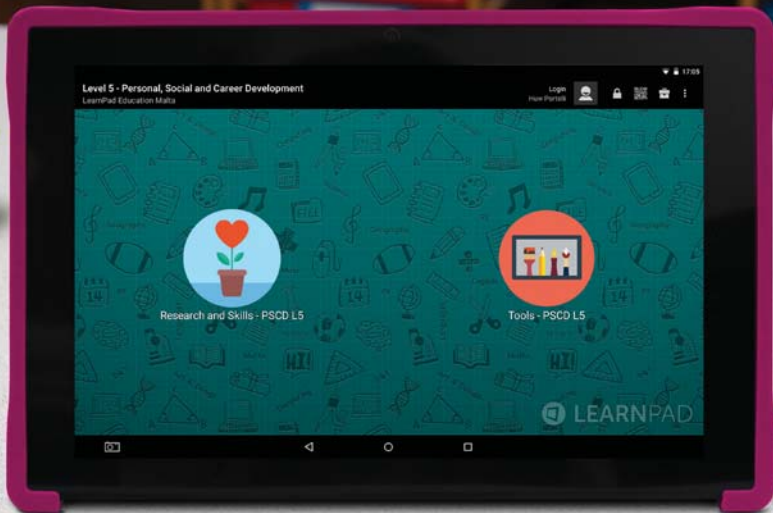




Tablets for Schools

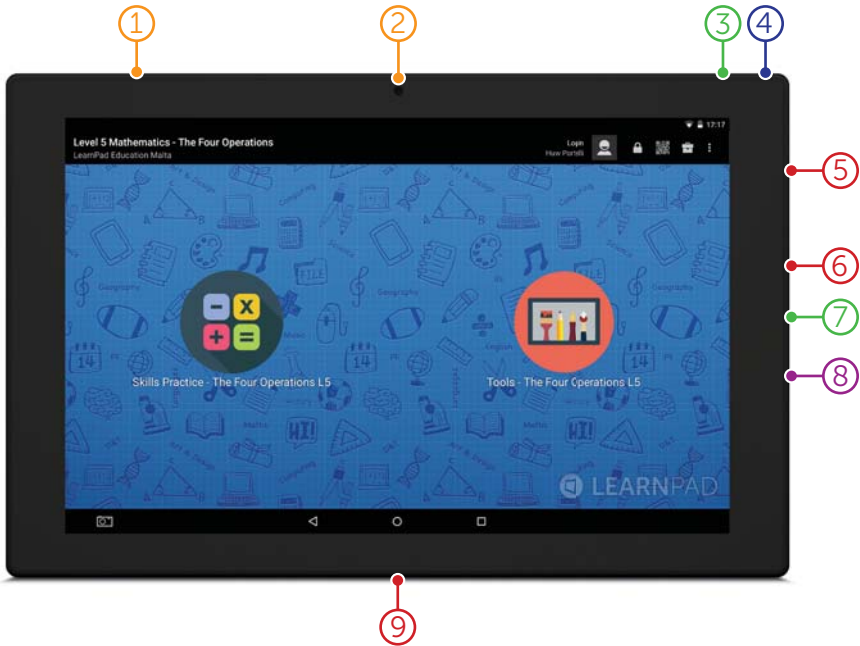
WORKBOOK 10.1" STUDENT INSTRUCTION MANUAL



one
tablet/child

LearnPad Workbook 10.1"

We hope you enjoy using your tablet. Here are some instructions about how to use it and important things about using it safely.



Rear Camera



Front Camera



Volume



Power



USB



Micro USB



Headphones



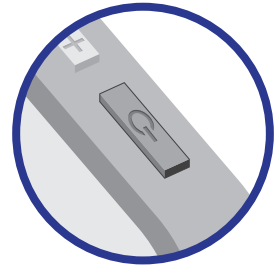
Micro SD



Pogo Pin Connector (Keyboard)

Tablet instructions

You will be using the Power/Sleep button on top of your tablet for these instructions:



④ POWER/SLEEP

Turning on your tablet

Press and hold the Power/Sleep button on top of your tablet for about five seconds.

Putting your tablet to sleep

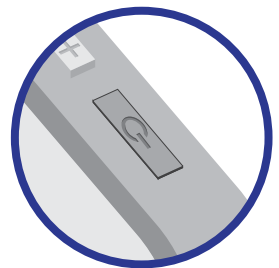
Press the Power/Sleep button on top of your tablet once to put your tablet to sleep. Your screen will switch off and will be in sleep mode.

Waking your tablet up

To wake your tablet up from sleep mode, press the Power/Sleep button once.

Turning your tablet off

Press and hold the Power/Sleep button on top of your tablet until a menu appears that says Power Off. Tap Power Off. Your tablet will begin to shut down and turn off.



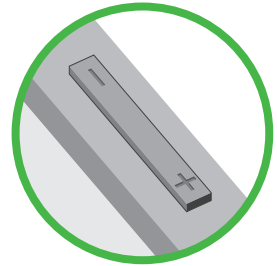
④ POWER/SLEEP

READ THESE IMPORTANT INSTRUCTIONS:

- ✔ Your tablet should always be in its protective case.
- ✔ Do not place anything on top of your tablet, block holes or openings on your tablet or use it on carpets, rugs or beds.
- ✔ Do not have food or drink around your tablet or accessories. If they get wet, stop using them and let your teacher or parent know straight away.
- ✔ Do not use anything other than a soft cloth to clean your screen. Ask a teacher at school or parent at home for help.
- ✔ Be gentle with your tablet and do not drop it. If there is anything broken on your tablet or accessories, stop using them and let your teacher or parent know.
- ✔ Do not add or remove any stickers to your tablet.
- ✔ Do not leave the tablet in hot places or put it in direct sunlight.
- ✔ Save energy by putting your tablet to sleep when you're not using it.
- ✔ Turn off and shut down your tablet when you're not going to use it for a long time.

Making the sound louder or quieter on your tablet

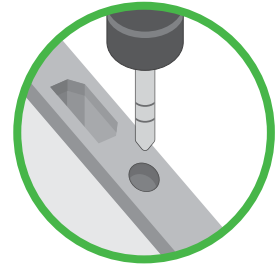
To make the sound of your tablet louder, press the + symbol on the volume button on top of your tablet. Slowly turn up the sound. For safety, be careful to not make it too loud. To make the sound quieter, press the – symbol.



③ VOLUME

Using your headphones

Using the volume button at the top of your tablet, lower the sound of your tablet using the – button, then put your headphone's connector pin into the port hole on the side of your tablet. Slowly turn up the sound using the + button. For safety, be careful to not make it too loud.



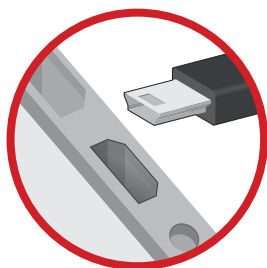
⑦ HEADPHONES

READ THESE IMPORTANT INSTRUCTIONS:

- ☑ Do not force the headphone pin into the hole on your tablet. If it does not fit, speak with your teacher at school or parent at home for help.
- ☑ Remember to keep safe with loud sounds by keeping the volume low.
- ☑ Do not pull on the cord of the headphones.
- ☑ The headphone cord is not a toy and could be dangerous, so keep out of reach of children under 3 years of age.

Charging your tablet

Your tablet will need to be charged so you can use it. First, it is important to make sure you have asked for permission from your teacher or parent to plug in the charger. If you have permission, follow these steps:



⑥ MICRO USB

1. Make sure the electricity is switched off on the wall socket.
2. Carefully put the charger's Micro USB connector into the correct port hole on the side of your tablet. Check it is the correct way round.
3. Put the charger's plug end into the wall socket.
4. Turn on the electricity to start charging.

If your tablet is off, a battery meter picture will light up on the dark screen when it starts charging. When the battery meter picture is full, the battery is fully charged.



1%
Battery



Charging
at 10%



Charging
at 50%



Charging
at 100%

If your tablet is on, the battery meter picture at the top of your screen will show it charging and how much it has been charged.



READ THESE IMPORTANT INSTRUCTIONS:

- ✔ Only charge your tablet with permission from your teacher or parent.
- ✔ Remember to switch off the electricity before you put the charger plug in the wall.
- ✔ Do not use the charger with wet hands.
- ✔ Do not force any connector or pin into the holes on your tablet. If the connector does not fit, speak with your teacher at school or parent at home for help.
- ✔ If there is damage to the charger or cords, do not use them and let your teacher at school or parent at home know right away.
- ✔ Do not cover your tablet with anything when charging.
- ✔ The charger is not a toy, so be careful with charger cords and keep them out of reach of children under 3 years old.
- ✔ If you are having problems charging your tablet, speak with your teacher at school or parent at home.

Using your stylus pen

You can use your finger on the screen of your tablet, or you can use your stylus pen. The stylus is very useful if you are drawing or writing on the screen. You don't need to push hard with the stylus to make it work.

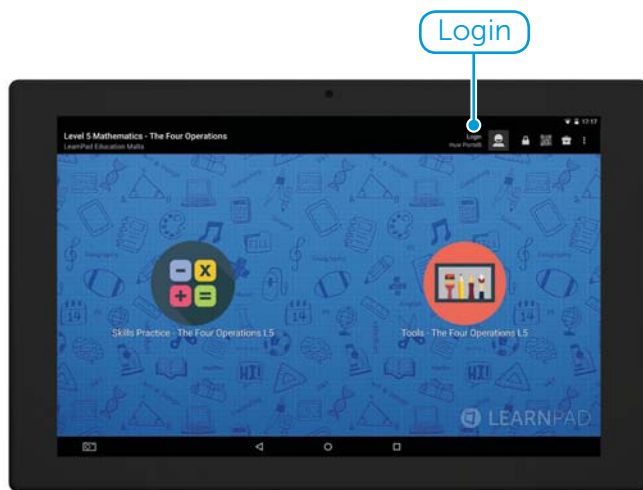


STYLUS PEN

- ✔ The stylus pen is not a toy, so be careful when using your stylus pen and only use it for your tablet. Because it is small and pointed it may cause harm if it is not used for what it was designed for – your tablet.
- ✔ If your stylus pen is broken in any way, do not use it and let your teacher at school or parent at home know.

USING THE TABLET

When you have turned your tablet on, you will see the home screen. It will look a bit like this:



If it doesn't look quite the same, that's because you have a different Lesson on your LearnPad. Teachers can send different ones, depending on what they'd like you to learn. You might also get the chance to scan a QR Key and switch to a different Lesson Profile too.

The first thing you need to do when you start working on a LearnPad is to log in, so you can access all your online learning. Just tap Login at the top of the screen. Your teacher will give you your Username and Password.

Let's have a look at all the things you can see on the screen. The icons along the bottom in the black bar will always be there:



The most important one is the circle icon in the middle. This is the Home button. If you tap on this button, it will always bring you back to the Lesson Profile home screen, so if you get lost, look for it!



To the left of the Home button is the triangular Back button. This takes you back one step, and can undo actions in some Apps too.



To the right of the Home button is the square Recent Apps button. Tap this to see what Apps are running in the background. You can switch from one App to another by tapping it, or shut Apps down by swiping them.



The icon at the bottom left of the screen is really important. This is the Screenshot button: it takes a picture of whatever is on the screen. Your teacher will ask you to use this button a lot, to record what you've been learning.



Now let's take a look at the bar along the top of the screen.



Up in the top left you can see which lesson profile is loaded onto your tablet and which school or class you belong to. You can also log in here and see the name of your tablet.

Here are some other useful buttons to know about:



Tapping on this icon will open the QR Key Scanner, which is like a camera with a red line running across it. If your teacher has given you a QR Key to scan, you need to make sure you can see it through the camera and that the camera is not too tilted. When the QR Key Scanner finds a QR Key, you will see some green squares and hear a beep.



This will open the Toolbox. The Toolbox is full of useful Apps. You can always access these Apps, whichever Lesson you have loaded on your tablet. Look here for the Camera and Gallery too.

In the middle of the screen are the things your teacher has chosen for you to use that will help you to learn. Tap on one of these big icons (called Categories) to open it up and find Apps, links and files that have been picked to link with the curriculum.



Presenter

Inside the Categories, just tap on the resource you would like to open. If you see an icon that is grey and has an arrow, it means the App or file hasn't been downloaded onto your LearnPad yet. Just tap it to start the download and installation.

Troubleshooting

Here are some of the most common things that students sometimes get stuck on when they are using their tablet.

My screen has turned off!

Press the power button lightly to wake your screen up again.

I can't hear anything!

Use the rocker switch next to the power button to turn the volume up. If this doesn't work, tell your teacher when you are next in school.

I accidentally left the App I was using! How do I get back into it?

Tap the square Recent Apps button and select the App you want from the display.

Don't Forget

If you need any help with your tablet, ask your teacher or parent.

If you see anything on your tablet that makes you feel upset, worried or uncomfortable, make sure you speak to an adult you trust straight away.



Tel: 2599 2777



<http://digital.edu.mt>

If you require any assistance, please contact us.



Operational Programme II - European Structural and Investment Funds 2014-2020
"Investing in human capital to create more opportunities
and promote the well-being of society"

Project may be considered for part-financing by the European Social Fund
Co-financing rate: 80% European Union; 20% National Funds

