

BACKING UP YOUR iPAD DATA



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When to Back Up Your iPad Data

You should back up your iPad, at minimum, on a weekly basis. If you are using Apple's iCloud storage (5 GB are free), it automatically backs up your iPad daily while charging and if it is connected to Wi-Fi.

Before installing an iOS update, make sure you have backed up your iPad, either through iCloud or manually on a computer/laptop, so that you do not lose any important data.

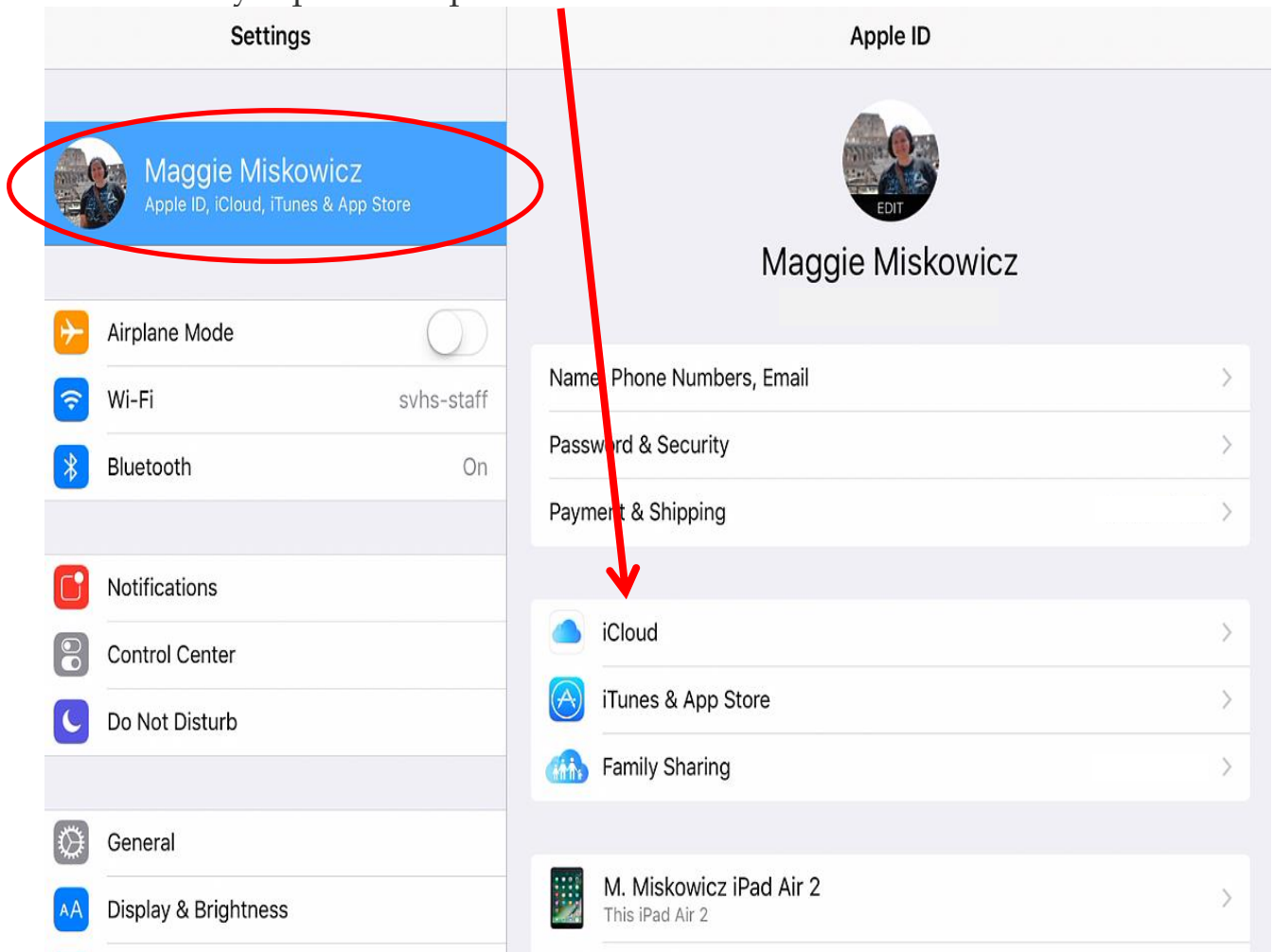
Backing Up Your iPad Data To iCloud

iCloud automatically backs up the data you select on your iPad to “the cloud”; Apple servers every time you charge your iPad and are connected to Wi-Fi. Anything you choose to back up to the cloud can be recovered.

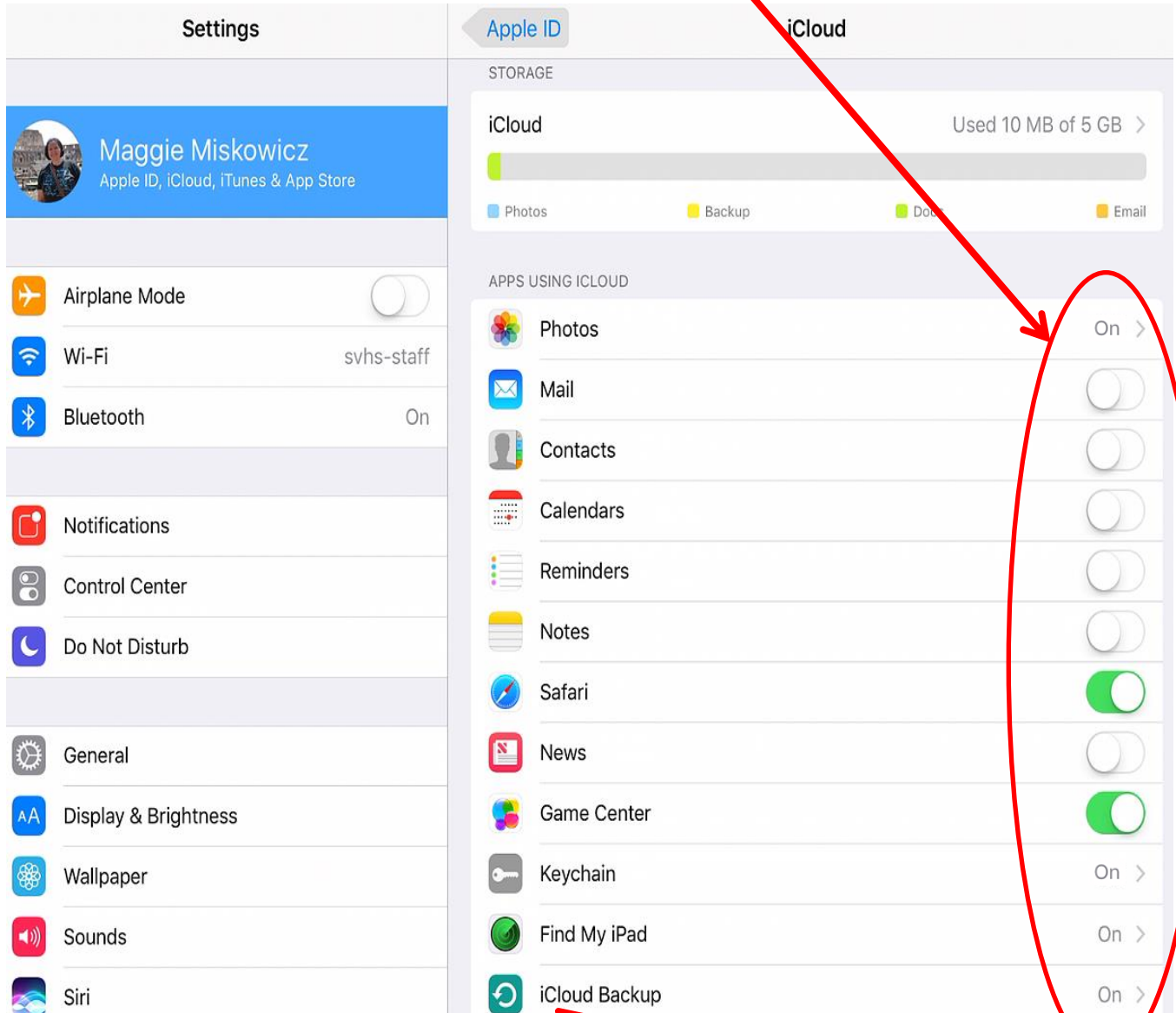


1. To turn the iCloud backup on go into your iPad’s Settings.

2. Once in Settings, tap on your iCloud information on the left-hand side at the very top. Then tap *iCloud*.

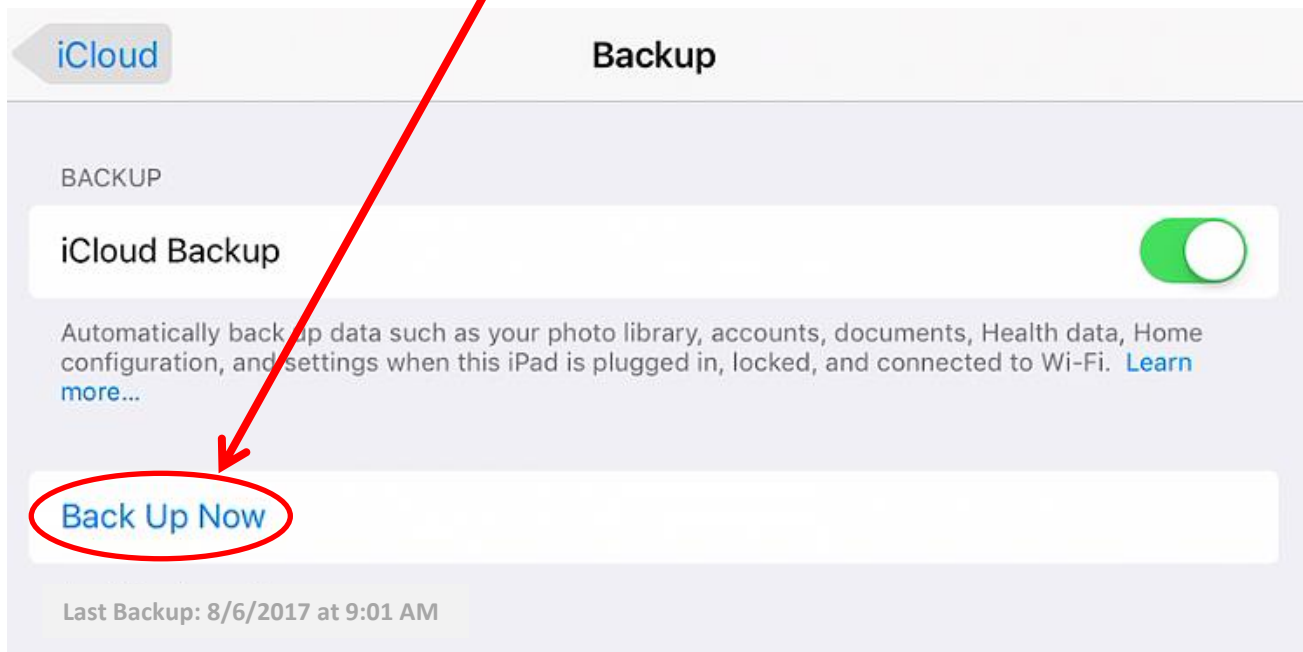


3. Then select what data you would like to backup to the iCloud. Any data you would like, make sure you select "On" AND make sure your turn Backup ON.



4. Next, tap on iCloud Backup.

5. In Storage & Backup, tap “Back Up Now”



Backup may take several minutes, be patient and make sure your iPad is plugged in to a power source and that you have a good Wi-Fi connection.

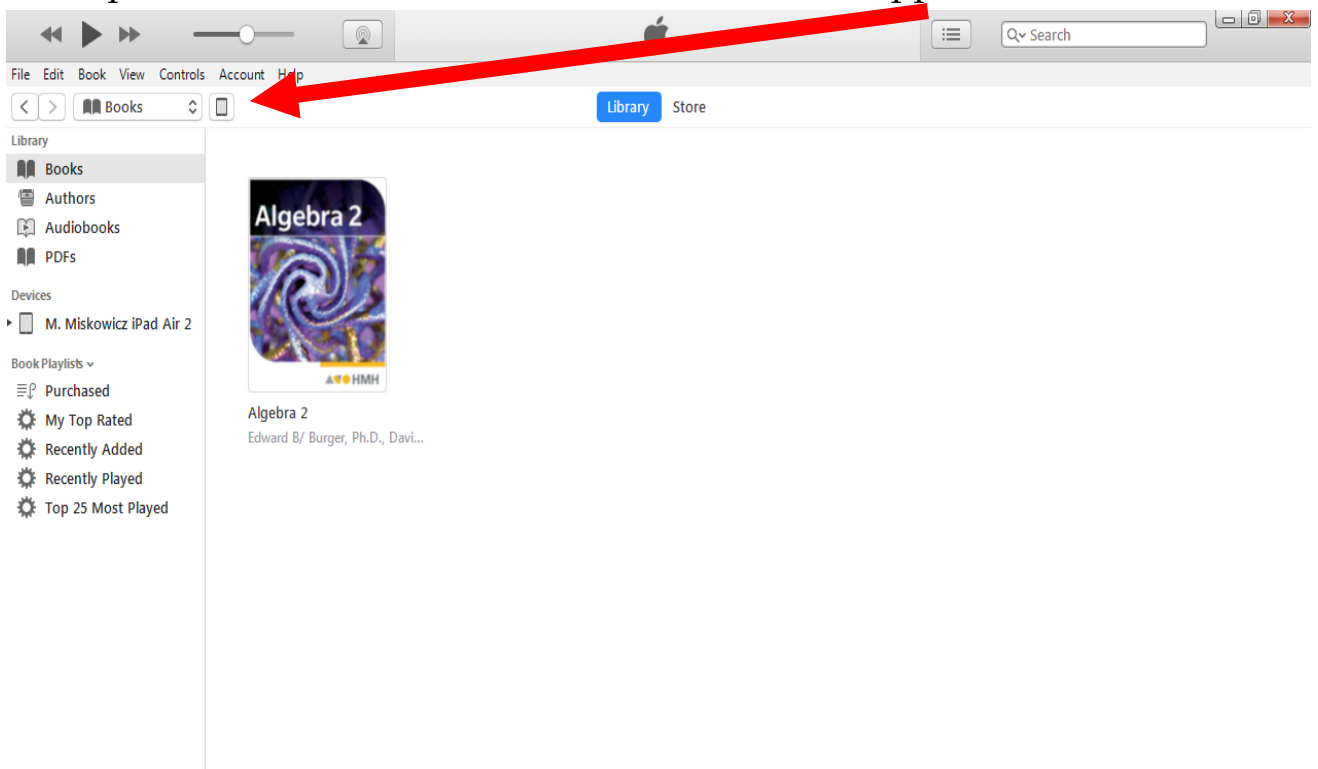
Backing Up Your iPad Data to your Computer/Laptop via iTunes

Must have the latest version of iTunes installed on your computer/laptop

1. Connect your iPad to a computer by plugging in the lightning cord end to your iPad and the other end to a USB port on your computer.



2. Open iTunes and click on the device icon in the upper left-hand corner.



3. Click Summary when the device has been selected. Then under Automatically Back Up select "This computer". And finally click *Back Up Now* and your iPad's data will manually be backed up to your computer/laptop. This takes several minutes and the backup will be saved to your computer/laptop. If you choose this option, remember to backup every week!

