

## Optimizing the Tablet for the Learner

### To be updated when we have specific model

Preparing the tablet to optimize the initial experience a have a huge impact for your learner.

#### 1. Reduce busy home screen.

- Make sure the wallpaper is a simple, plain background. Most tablets come preloaded with colorful or busy wallpaper. The desire here it to have wallpaper with good contrast so one can easily see the icons. A snapshot of something, such as even a plain wall can even be used as the wallpaper.
- Place only a few important apps on the main home page as to not overwhelm the new user. Place all others on different screen(s).

#### 2. Setting home screen to Easy Tablet Help

- **Adjust various settings to make the tablet more user friendly**  
Change “sleep” time for the tablet (how long the tablet remain “on” with no activity before it goes to “sleep”) New users need longer sleep time. Set to ½ hour if possible.
- Increase font size if needed, making it easier on the eyes.
- Set correct time and date.
- Use accessibility features to match the needs of learner.
- Set sound and notification levels appropriate for user.
- Consider
  - **If you want the screen to be able to rotate from vertical to horizontal.**  
Sometimes when it rotates it confuses new learners. *If you chose to lock, make sure you have it set to horizontal.*
  - **Do you want a passcode to protect the tablet?** If you are NOT able to be with learner for tablet’s initial WiFi connection no password might

be easier. A password can be added at a later date.



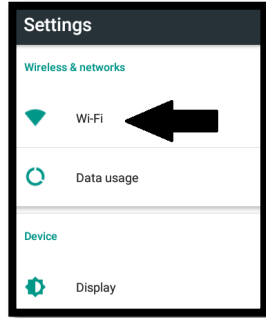
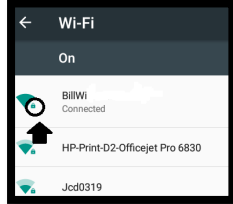
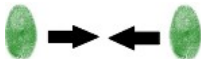
- Make sure WiFi is set to “on”.
- **Texting App--** Android tablets do not come preloaded with a texting app. You might want to add whatever app the user will use for texting.

**Prepare for the actual handoff of the tablet – some of these are especially important if a contactless handoff/startup is necessary.**

- **If needed, label buttons** (perhaps with post it notes or masking tape) the on/off button, home button, volume button, where power cord inserts.
- **If you are going to be working on the tablet in person with the learner, make sure the tablet is fully charged prior to initial meeting.** Provide the charger.
- **Consider including a stylus** for the user. Many user have issues with touch screens (e.g. long nails, arthritis). Having a simple stylus nearby can eliminate unnecessary stress should touchscreen issues be encountered.
  - **If the learner will be responsible for connecting the tablet to the WiFi,** they will need to know their WiFi (wireless) network name and their password. You will need to provide the **“Steps to Getting Your Tablet Connected to Your WiFi”** discussed in Internet/WiFi section. (You can find copy in “Shortcut to Printable” section of training module as well)
  - **Tip Strip** – Another item to enclose when you ship the tablet is a copy of the **“Tip Strip.”** The tip strip is a large font sheet (printed horizontally) with a few tips on it for the learner; such as what to do if the screen goes black. (Scroll to view – also found in “Shortcut to Printable” section.)

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(Instructions may vary by tablet model)

What is WiFi?	Steps to connecting to the Internet using WiFi		
<p>A wireless or WiFi network uses a radio signal instead of wires to connect tablets (e.g. phone, tablet, and computers) to each other and the Internet.</p> 	<p><b>STEP 1</b></p> <p>From your tablet's home screen, tap on the "settings picture." Image may differ but it usually looks like gears.</p> 	<p><b>STEP 2</b></p> <p>When the settings menu pops up, tap on "WiFi"</p> 	<p><b>STEP 3</b></p> <p>Tap on the network name for your location. If you see a lock next to the name, you will need a password to connect.</p> 
Tablet On/Off?	Screen Went Black	Too Big to See?	Not what I expected
<p><b>On</b> Press and hold the wake/sleep button (on the edge of tablet until logo appears) May see flashing logo while tablet starts. <b>OFF</b> Hold down the sleep/wake button until slider appears or words "power off" appear on screen. Follow directions.</p>	<p>This is your tablet "going to sleep" trying to save battery life.</p> <p>"Wake" by holding the tablet vertically and press button at the top of the tablet</p>	<p>Make what you see on the screen smaller by placing a finger of each hand (or thumb and fore-finger) on the screen and sliding them towards each other.</p> 	<p>If what you see on the screen is unexpected or unwanted press the home button. If you do not have a home button, swipe up from the bottom of the screen. This will bring up all the apps you have open. Swipe up on each to close and start over.</p>