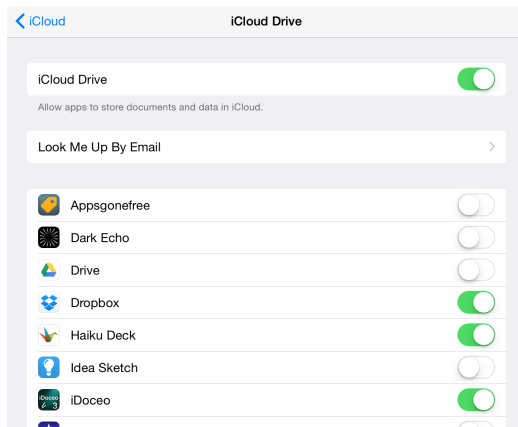


# Backing Up an iPad

It is the most important activity you will forget to do. Backing up the iPad you use will ensure your data is not lost. Follow these backup procedures **at least once a month** and you'll be in iPad nirvana.

**Please note:** it is ***strongly suggested*** to backup the iPad to iTunes on a computer. However, if you prefer to use iCloud, the instructions for that are also listed here.

- Make sure the iPad that is used by you at school is backed up regularly. There are two methods that are usually used to backup apps and data: **iCloud** and **iTunes**.
  - **iCloud:** Though this method is convenient, there are issues with how much storage you are given for free. If you don't store pictures/videos on **iCloud**, then this method would work well. If you do plan on storing pictures/videos, get ready to pay for it. These are the steps you would follow to make sure **iCloud** is backing up your data.



- Open your **Settings** app, and find the **iCloud** tab on the left. Once you get there, you'll find this column on the right.

Click on **iCloud Drive** (at the top of that list above) so you can choose which apps have their data backed-up to the **iCloud Drive**. You can choose any apps, however make sure the **most important** ones are backed-up. If you use **Pages**, or **Numbers**, or **Keynote**, you will need to make sure your data is on **iCloud Drive** by flipping the corresponding switches to green.



If you want to make sure your pictures and videos are backed-up, and you don't want to pay Apple for this, then the next method would work well.

- **iTunes:** This requires you to plug the iPad into a computer that has the **iTunes** program installed. You will need to sign-in to **iTunes** with the Apple ID that is used to download apps on the iPad being plugged in.

***For more information on how to do both of these, especially in iTunes, please go to this URL in the internet browser of your choice:***

<https://support.apple.com/en-us/HT203977>

- In addition, you'll want to make sure your **Notability** data is backing up properly. Though you ***can*** use **iCloud**, we have found that **Notability** and **iCloud** don't always get along. We recommend backing up the **Notability** data to **Google Drive**.