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iOS Accessibility feature: Guided Access

Introduction
Guided Access allows users to lock the iPad to a single app, block buttons and set time limits on usage.

Learning Objectives

Completion of this tutorial will give you experience with the following:

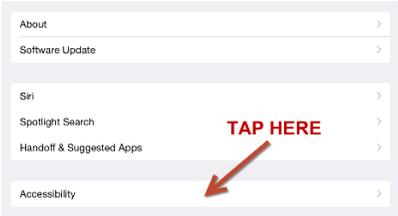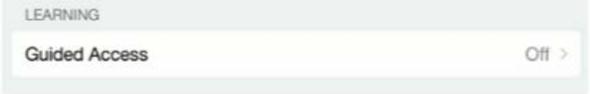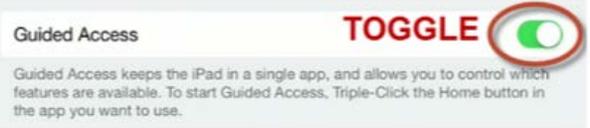- An ability to turn on and use Guided Access.

This tutorial assumes

- An iPad with iOS 8.4 or later version. Earlier versions of IOS may also work however they are not covered by the scope of this information.
- Activities below assume an internet connection; however it is not necessary to enable or use the feature.
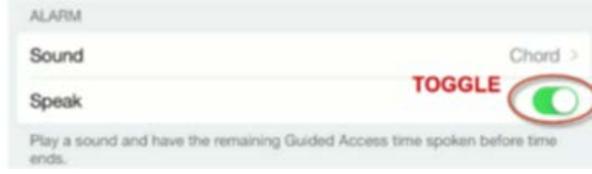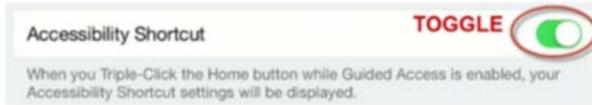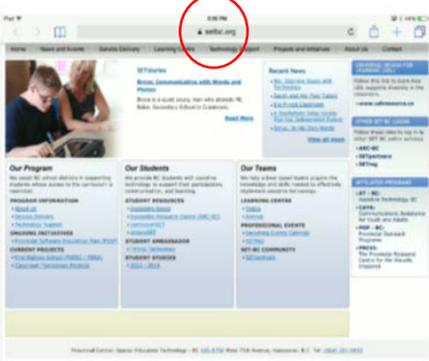
Case Study:

Liam is a grade 1 student who has Autism Spectrum Disorder (ASD) and struggles with impulse control. Liam has an Education Assistant Amy with him in the morning and Darla in the afternoon.   One of Liam's IEP goal is to create a story using the Pictello app every day. Amy and Darla have been trained on how to use Pictello and will now have to work with Liam to create a story. Liam uses an iPad at home for gaming and has been known to "freeze" his iPad.
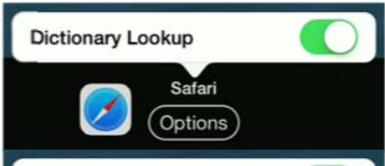
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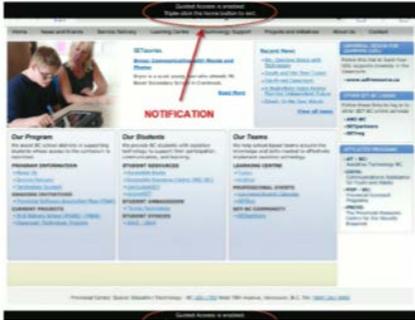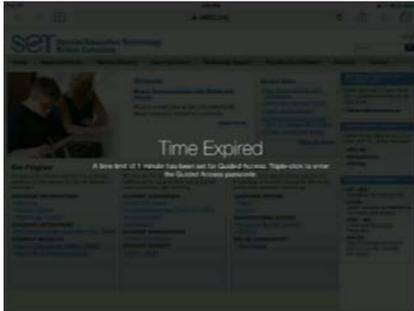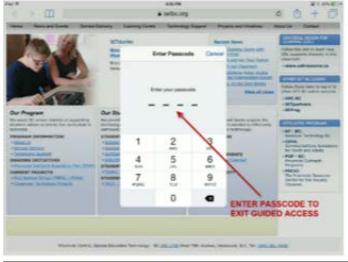## Using the accessible iOS feature of an iPad – Guided Access

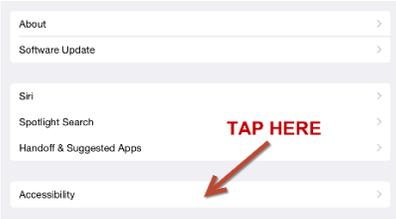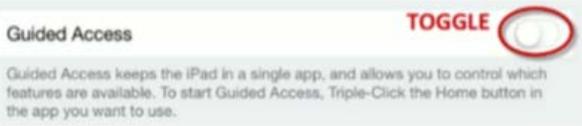|		
1	From the iPad's Home Screen, find and tap on the **Settings** icon to access the Settings Menu.	Settings
2	On the left scroll down menu, locate and tap **General Settings**. On the right scroll down menu locate and Tap **Accessibility** to access the iPad's Accessibility Settings Menu.	About > Software Update > Siri > Spotlight Search > **TAP HERE** Handoff & Suggested Apps > Accessibility >
3	Locate "Learning" in the right scroll down menu, then tap **Guided Access** once to enter the Guided Access settings menu.	LEARNING Guided Access Off >
4	Locate the Guided Access Toggle and slide the **toggle to the right (green)** position to turn Guided Access on.	Guided Access **TOGGLE** Guided Access keeps the iPad in a single app, and allows you to control which features are available. To start Guided Access, Triple-Click the Home button in the app you want to use.

5	Locate and tap **Passcode Settings** and tap **Set Guided Access Passcode** to enter a four digit passcode for Guided Access.	Passcode Settings › **Caution: Remember Passcode**
6	Tap **Time Limits** once to enter the Alarm submenu. Tap once on **Sound** to enter the Alert Tones submenu. Tap on an **alert tone** to select it. Return to the previous menu by tapping the **Time Limits** arrow located at the top of the screen.	ALARM Sound **TAP HERE** ⟶ Chord › Speak ◯ Play a sound and have the remaining Guided Access time spoken before time ends.
7	Enabling Speak will provide a verbal warning for a Time Limit. To do this, locate the Speak Toggle and **slide the toggle to the right (green)** position. Return to the previous menu by tapping the **Guided Access arrow** located at the top of the screen.	ALARM Sound Chord › Speak **TOGGLE** 🟢 Play a sound and have the remaining Guided Access time spoken before time ends.
8	Enabling the Accessibility Shortcut will allow the user to use Invert Colors, Grayscale, and Zoom while in Guided Access mode. To do this, locate and slide the **Accessibility Shortcut** toggle to the right (green) position.	Accessibility Shortcut **TOGGLE** 🟢 When you Triple-Click the Home button while Guided Access is enabled, your Accessibility Shortcut settings will be displayed.
9	Push the **Home Button** once to exit the menu.	Home

10	Next open the **Safari Browser.**	
11	Navigate to www.setbc.org .	
12	**Triple Click the Home Button** to turn on Guided Access. The Guided Access controls will appear at the bottom and top of the screen.	
13	The Hardware Buttons Options allow users to make the iPad's buttons inactive while in Guided Access mode. To do this, locate and slide the individual **toggles to the right (green)** position.	

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14	The Touch setting allows users to make the iPad's screen inactive or active while in Guided Access mode. To allow screen touches, locate and slide the individual **toggle to the right (green)** position. Note: If this function is turned off screen touches will have no effect.	
15	The third setting brings up options that are specific to the app that you are using with Guided Access. In this example, Safari has an option to turn the Dictionary Lookup off/on.	
16	The Time Limit Option allows users to set a countdown timer to limit the use of apps while in Guided Access mode. To do this, locate and slide the Time Limit **toggle to the right (green)** position. Set the time by dragging the hours and/or minutes columns to your selected time.	
17	Specific areas of the screen such as buttons or links can also be disabled. To do this, **use your finger to roughly outline an area on the screen and then adjust it using the small grey circles on the corners of the darker grayed out area.** When an area is disabled screen touches will have no effect.	

18	Once you have completed the settings locate and tap **Start** on the upper right corner to start Guided Access. Note: If you have previously used Guided Access with the app it will say Resume instead of Start.	
19	Once Guided Access has started a notification will appear at the top of the screen. While in Guided Access certain screen touches and hardware buttons will have no effect (depending on the settings chosen).	
21	If the **Countdown Timer** was set the screen will be blacked out and the iPad disabled once the time limit expires.	
22	To exit Guided Access **triple, click** the **Home Button** and enter the **Passcode**.	

23	Tap **End** in the upper left corner to disable Guided Access. The iPad will now return to normal opera.	
24	Once you have finished exploring this setting, remember to go back to the **Accessibility Settings Menu** to turn the feature back off.	
25	**Slide the toggle to the left (grey)** position to turn the Guided Access setting off.	
26	Push the **Home Button** once to exit the Settings Menu.	

TASK

After practicing with Guided Access answer the following questions in your group.

1. When would you want to use this setting with students?

2. Write one potential advantage for using this setting with students.

3. What might be some cautions for using this setting with students?

4. Would this be beneficial to show all students?

5. Who would need to know the passcode when working with school teams?