

iPad – Developing Good Routines 1: Multitasking

One good routine to develop when students are using iPads, is to have students clear their multi-task bar at the beginning of a session.

Once students start work, if you suspect a student is using their iPad inappropriately, you can then ask them to show you their multi-task bar to check for off-task apps (e.g. games, social apps etc.) they have opened.

Following is how to access and clear/quit apps via the Multi-task bar:

Accessing the Multi-task Bar:

The iPad keeps a running tally of recently-used apps and displays them in the Multitask Bar.

To access the Multi-task bar:

1. **Double-tap** the iPad **home button**.  x2

The main screen slides up to reveal the multi-task list.

2. The iPad lists the **six most recently-used apps while in portrait** orientation and **seven while in landscape**. Swipe right to left to scroll through and see all other apps that have been opened.



Clearing/Quitting Apps

Apps displayed on the multi-task bar on the iPad are usually "suspended", meaning the apps are in a saved state ready for immediate return to the exact state when opened again. **Clearing/Quitting apps via the multi-task bar will close the app altogether.**

To clear/Quit the suspended apps:

1. **Double-tap** the **home button** to call up the Multi-task Bar (do this step only if you have not done this already).



2. **Hold your finger on an icon within the multi-task bar for about three seconds** to enter "jiggle mode." Each icon presents a small, **white "-" on a red field on its upper left-hand corner**. **Press it to remove that app from the list and terminate it (if it was running)**. Doing this means you won't find that app in its previous state the next time it's opened. When in the Multi-task Bar, this does not delete the app, it just closes it. Note: if you do this step on the main screen, rather than the Multi-task Bar you see a black circle at the top left of the icon and you will be prompted if you would like to delete the app. You can select cancel.



Note: Quitting apps this way can also fix misbehaving apps as well.