Before you begin, make sure you use the same computer that you normally sync with your iPad, iPod or iPhone.

Update iTunes First
1. If you are on a school network, open Safari or Firefox and log into the Internet. You may want to connect to a yellow Ethernet cable for faster downloads.
2. If iTunes is currently open, quit it now: Go to the iTunes menu then click on Quit iTunes.
3. Click on the Apple menu, then select Software Update…
4. If an iTunes update is available, check the box next to it. Other updates may also be available. You can select them too, but it may take considerably longer.
5. Click the Install button and enter your password. You may also be asked to restart your computer after installing.
6. Open iTunes and accept any new license agreements that may appear.

Connect Your iPad, iPod or iPhone and Back Up
1. Wake up or turn on your iPad, iPod or iPhone.
2. If prompted, enter your passcode or PIN number to unlock it.
3. Plug the device into your Mac, and open iTunes if it does not start automatically.
4. The device should show up in the left sidebar in iTunes. Click once to highlight it.
5. Go to the File menu, then select Transfer Purchases. This will copy any new apps, music, etc. that are not yet in iTunes.
6. Hold the Control key on your keyboard while clicking on the name of your device.
7. In the menu that appears, click Back Up. This may take some time.

Update Your iPad, iPod or iPhone
1. Click the Update button.
2. You may be asked if you want to back up. We manually backed up in the previous section, but you can do it again for good measure.
3. Review the list of what’s new in this update, and click Next.
4. iTunes will download the latest software for your device. This may take some time on a slower Internet connection.
5. The update will commence once it is finished downloading. Do not unplug the device or put your computer to sleep while the update is in progress!
6. Once the update is finished, the device will restart and iTunes will begin restoring information from your backup. Avoid using your computer, and do not interrupt the restore process. If the restore fails, you may have to start over from the beginning.
7. When the process is complete you should see a message at the top of the iTunes window indicating that the restore was is complete. To confirm that you are now running the latest software, click Check for Update. You should see a message indicating that you are already running the newest version.

If anything goes wrong...
If the update or restore process is interrupted for any reason, it is possible that you will have to start over from the beginning. Luckily we did a manual backup earlier. If all else fails, you can connect your device to the computer again and click the Restore button. When that process is complete, you will be asked if you want to set it up again as a new device or restore from a backup. You can then choose to restore from the most recent backup.