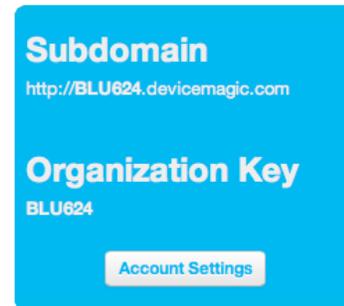


Instructions for setting up the Device Magic App

1. Download Device Magic from the Apple APP store.
2. Go to devicemagic.com on a computer
3. Sign up for an account. It says for a trial but pay attention
4. Please Note: Your 14-day trial will be fully functional.

After 14 days you may continue using the service for free on one device, or upgrade to a paid plan.

5. After you sign up, You will see a box like the one on the right. This has your organization Key. This Key is VERY important – It will link your ipad to your account
6. Open the Device Magic app on your Ipad (it is titled “forms” and has a blue box with a white symbol in the middle”
7. Type your name, and then in the “Subdomain” box type your Organization Key (This is different than the one on this paper. Make sure to use your PERSONALIZED key) The Sign in button will not work until your press “DONE” on the keyboard 😊
8. It should tell you that you are pending approval. On the devicemagic.com



website – Click Dashboard. Scroll Down and you will see this. Click Approve. Your Ipad

1 Device

Pending Devices



Josh Shepard

✓ Approve

✗ Remove

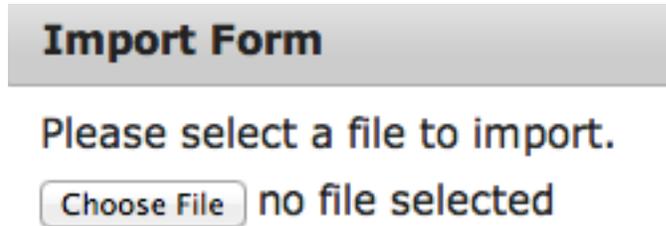
is now Linked to your account! Whew – That was the hard part!

9. Now, you will import the forms that I have attached. I attached an SEI and a Classroom Reading Check that I use a lot. Download this forms to your computer (somewhere

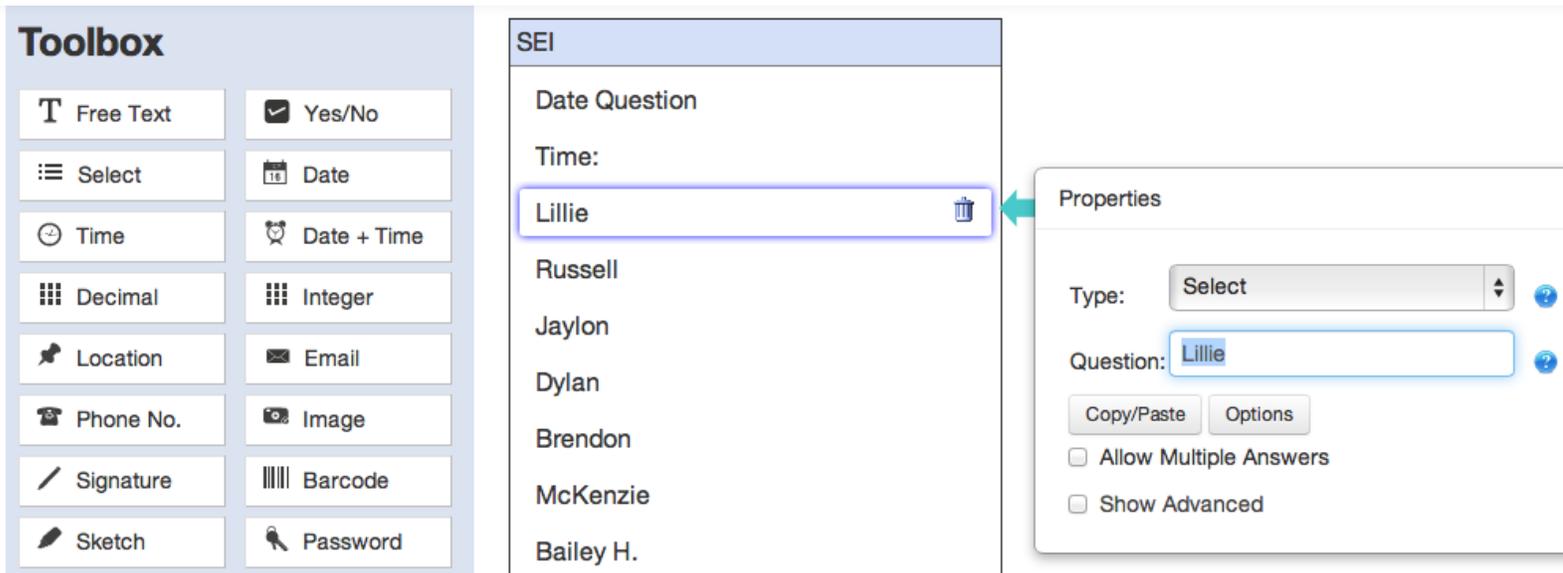
that you can find them easily. Go to devicemagic.com (if it is not already up) and sign in. Click on Forms, then on the right hand side click NEW FORM.



10. The top of your page should look like this. Click on Import.



11. Click Choose file. Now find your SEI file (where you downloaded it) select the file and import it



12. Now, you have your SEI loaded. Click on the Name and you can change the name on the right hand side where is says "Question" Once you are finished, Click "Save and Exit" at the top and you will see the following:

Add a connection to your form!



Connectors deliver data to places you define

ata has nowhere to go. Send your collected form data to e-mail, PDF, Google Spreadsheets or a s connection below:

[Add New Connection](#)

13. If you don't already have a gmail account set up – Do so as this time. This is where we are going to Link your SEI to your Google Docs (or Google Drive as they call it now.)
14. Click Add a new connection – You can choose any of these. The PDF, Word, and Email will send it to your email when you submit the form. I personally like the google Docs one because it keeps it all in one place. From here, It is pretty self explanatory. You set the other form up the same way. If you need help, Email me and I can help you. I hope that this helps you!
15. Feel free to make new forms – They are not that hard to make once you play around! I use one for my parent communication Log. It helps me to keep up with it!

