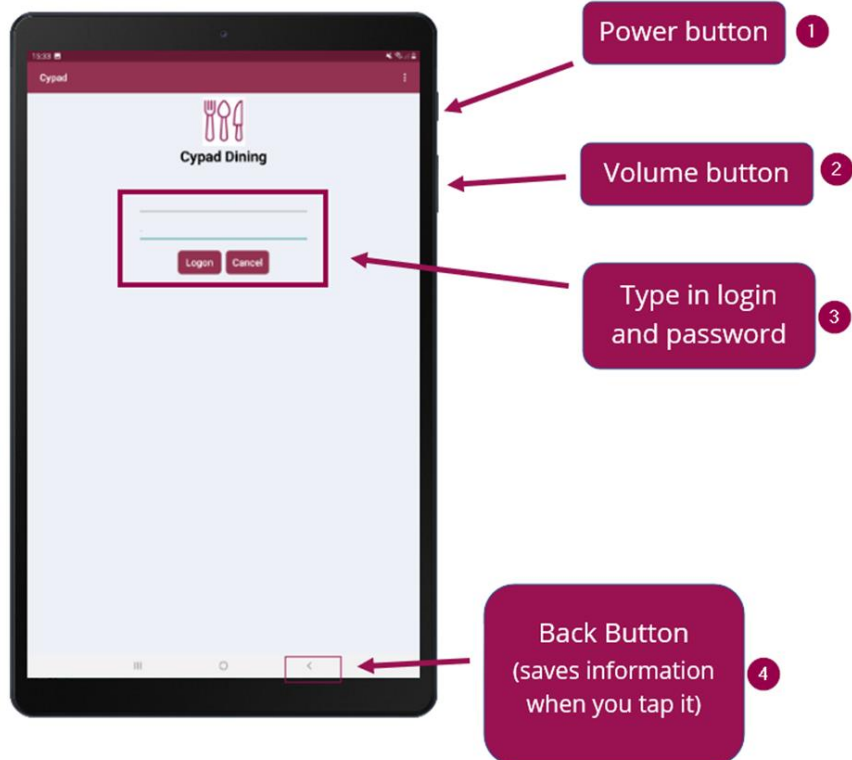# Getting started with your tablet |
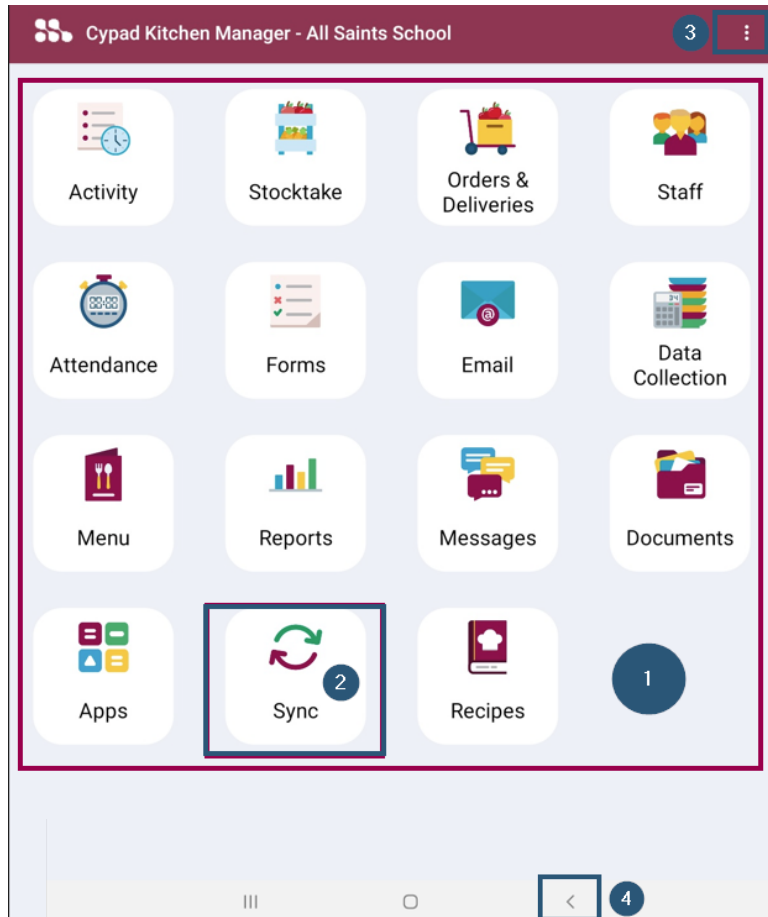## Quick reference sheet

1. Ensure the tablet is stored safely in a dry place and can be easily accessed by anyone that needs to use it.
2. Press and hold the **Power Button [1]** to turn the tablet on/off.
3. Quickly press the **Power Button [1]** to lock the screen.
4. Press the **Volume Button [2]** up/down to adjust the volume.
5. Enter your supplied login details in the **relevant fields [3] Note: Passwords are case sensitive.**
6. Tap the **Back Button [4]** to return to the previous screen.

Cypad Dining

Logon Cancel

Power button 1

Volume button 2

Type in login and password 3

Back Button (saves information when you tap it) 4

4. Apps will show on the **home screen [1]**.

5. Press **Sync [2]** to synchronise the tablet and upload/download any new data.
6. Press the **3 dots (⋮) [3]** to see an extra features menu.
7. Press the **back button [4]** to return to the home screen.
8. Remember to **sync and charge** your tablet at the end of the day.

For further information, please click **here** to visit the Cypad support page: