



BORROW A LAPTOP

Chromebook Start-Up Guide

Turning on the Chromebook

The power button is in the upper right corner of the keyboard. Hold it down for a second to turn on the machine.



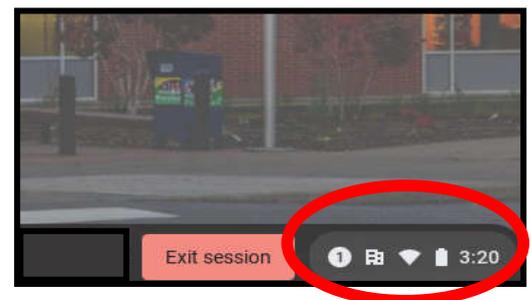
Logging On

Log on by clicking the **arrow in a circle** underneath the icon on the opening screen. Click the arrow again to accept the Privacy notice and begin your session. You can click the blue text to change language and keyboard settings.



Quick Settings Panel

The Quick Setting Panel is in the lower right corner of the screen. Click to expand it. From here you can connect to wi-fi.



NOTE: All user information is deleted upon sign-out, or when the laptop is closed. Please save your work to a flash drive or cloud service like Microsoft OneDrive before signing out or closing the Chromebook!

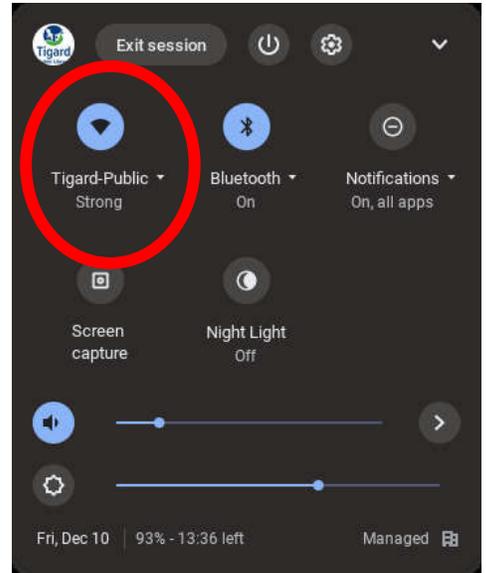
Connect to the Wi-Fi Hotspot

A wi-fi hotspot is included in this laptop kit so you can access wireless internet from any location. To connect to the hotspot:

Turn on the hotspot and tap the power button until the screen says "Wi-Fi Name" (usually this takes two taps of the button).



On the Chromebook, click on the "Wi-Fi" icon in the Quick Settings Panel and find the hotspot network's name in the list. Click on the network name to connect. A new window will open, asking for the network password.



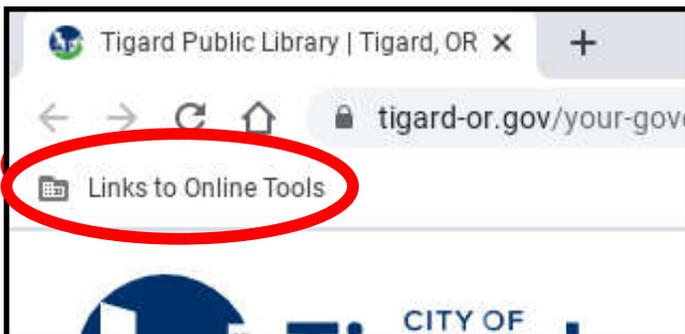
To find the password, press the power button on the hotspot again to get to the password screen. The password will consist of eight numbers and lowercase letters.

Type the password into the "Password" field on the Chromebook and push "connect."

You are now connected to the internet!

The name and password for the wi-fi hotspot can also be found on the sticker in the upper left corner of the Chromebook's screen.

Links to Online Tools



The Chromebook does not come with programs installed. Instead you can find links to online programs and resources in the "Links to Online Tools" folder on the Chrome browser bookmark toolbar.



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