

Chromebook Information - Please read all information carefully

Student Google Usernames and Passwords are being sent home via US Mail. You should receive the mailing before the first day of school.

The Chromebook is the property of the Norristown Area School District. It will only allow Norristown Area School District students access. **If this Chromebook is lost or stolen it must be reported to the School immediately!**

This Chromebook is being monitored and the Internet is being filtered by NASD.

Non-accidental damage will be the responsibility of the assigned user.

If you have any trouble, please submit a ticket to the help desk or contact the NASD Technical support hotline at 610-270-2923.

Connect your Chromebook to Wi-Fi

To connect to the internet, use a compatible Wi-Fi network.

Step 1: Turn on the Wi-Fi

1. At the bottom right - select the time.
2. Select "Not Connected"
(Note: If you see your Wi-Fi network name and strength signal, your Chromebook is already connected to Wi-Fi.)
3. Turn on the Wi-Fi.
4. Your Chromebook will automatically look for available networks and show them to you in a list.

Step 2: Pick a network and connect

Chromebook Care

GENERAL CARE

- Do not have any food or drinks near the Chromebook.
- A charging adapter must be inserted carefully into the Chromebook.
- Do not place your Chromebook on uneven surfaces where they may experience an accidental fall.
- The Chromebook cases are sturdy, however, drops from heights can damage the outside of the Chromebook.
- Avoid placing or dropping heavy objects on the top of the Chromebook.
- Chromebooks do not like excessive heat or cold. They should not be exposed to over 100 degrees or under 32 degrees. Do NOT put your Chromebook under a blanket, on the dashboard of your car, etc.
- Do not block airflow when the device is on. The Chromebook needs to breathe.
- Chromebooks have been engraved with asset tags. **Please do not place any stickers, writing, etc directly on the Chromebook.**
- Damage, loss, or theft must be reported immediately.

CARRYING CHROMEBOOKS

- Keep your Chromebook in the case provided to you when not in use. Even when the Chromebook is in your backpack, it should be inside the case provided.
- **ALWAYS** Transport Chromebooks in the protective case.
- Chromebook lids should always be closed and tightly secured when moving. Do not carry your Chromebook while the screen is open.
- Unplug your Chromebook when it is not charging.
- Never move a Chromebook by lifting from the screen. Always support a Chromebook from its bottom with the lid closed.
- If carrying your Chromebook in your backpack, avoid sharp objects in your backpack around your Chromebook, and avoid throwing your backpack or leaving it in places where it can be accidentally kicked.

SCREEN CARE

- The Chromebook screens can be damaged! The screens are particularly sensitive to damage from excessive pressure on the screen.
- Do not lean or put pressure on the top of the Chromebook when it is closed.
- Do not store the Chromebook with the screen in the open position.
- Do not place anything near the Chromebook that could put pressure on the screen.
- Do not poke the screen with anything that will mark or scratch the screen surface.
- Do not place anything on the keyboard before closing the lid (e.g. pens, pencils, or disks)

A/C POWER ADAPTER

- Remove/Insert the power adapter with care every time.
- Do not carry your Chromebook around with the power adapter plugged in.
- When not in use, wrap your Chromebooks power adapter up so the cords don't become tangled/knotted.

CHARGING YOUR CHROMEBOOK

- The Chromebooks hold a charge for between 8-10 hours.
- Make sure to plug your Chromebook in each night so that it is fully charged for the morning.

KEEPING YOUR CHROMEBOOK CLEAN

- **Never use any product containing alcohol, ammonia, or another strong solvent to clean your Chromebook.**
- Do NOT spray or wipe your Chromebook with any Windex/household cleaner/water and/or cleaning cloth/wipes.