

# Chromebook Directions

## 1) Power ON the Chromebook:

Plug-in the charger to a wall outlet and connect to the Chromebook (\*batteries may need to recharge).

Open the Chromebook and press the power button located



in the upper-right hand corner of the keyboard.

## 2) Connect to WiFi (network):

Once powered-up, go to the bottom right-hand corner of the screen, select the US|WiFi|Battery|Time section:



A new window will open, select the WiFi icon and



connect to your WiFi network.

## 3) Login to the Chromebook:

Using the student's Google account (@mcpsmd.net), enter the student ID and password then select the Next button.



Once logged-in, student can navigate normally as they would while at school.

If you need help, please email Mrs. Skye at [naomi.r.skye@mcpsmd.net](mailto:naomi.r.skye@mcpsmd.net) or [Naomi\\_R\\_Skye@mcpsmd.org](mailto:Naomi_R_Skye@mcpsmd.org)

Please see the next page if something odd happens:

# Chromebook Troubleshooting:

## Headphone Trouble

Is the sound not coming through to your headphones? Click on the time in the bottom right corner. Click on the arrow next to the volume bar. A menu should pop up. Click on "Headphones" and the sound should come through your headphones now.

## No more ChromeVox

Chromebook talking to you? Press CTRL+ALT+Z to turn voice (ChromeVox) on or off.

## Change Resolution

Text too big suddenly? In order to get the resolution back to its original size, press CTRL+SHIFT+0 at the log in screen.

## Rotate Screen

Is your screen sideways? Pressing ctrl+shift+refresh keys (refresh key is the spinning arrow at the top of keyboard) at the same time. It will rotate the screen 90 degrees. Keeping pressing until it looks the way you want it.

## Frozen or Slow Screen

Sometimes the chromebook needs to shut down to work better again. If your screen is frozen press on the power button for 10 seconds and it will turn off the chromebook.

Email Mrs. Skye [naomi.r.skye@mcpsmd.net](mailto:naomi.r.skye@mcpsmd.net) y [Naomi\\_R\\_Skye@mcpsmd.org](mailto:Naomi_R_Skye@mcpsmd.org)  
if:

- it has a dark screen
- it does not connect to wifi
- the screen is cracked/broken/dark
- keys are broken off the keyboard
- the track pad is not working properly

