

INSTRUCTIONS FOR CHROME TABLET

1. How do I turn on the device?

Hold the tablet horizontally, where the screen is wider left to right, and the camera is at the top of the screen. Press and hold the top button on the right side until the Chrome logo appears on the screen. *(see image below for reference)*



2. How do I log on?

Once the device is on, tap the blue “next” button visible in the bottom right corner of the white box. Then select the ClassLink QuickCard sign-in option. Then the device’s camera will prompt with an image in the center of your screen. Hold the QuickCard facing the camera (top center of the device). *(see image below for reference)*



3. What is your child's Quick Card (Applies only to Chrome Tablets) - What do I do with it?

The ClassLink QuickCard allows K-1st grade students to easily sign on to their Chrome tablet. The QuickCard has your student's unique sign in information on it, in the form of a QR code. QR codes are just a different version of a barcode.



4. What is my child's email?

Student emails are a combination of their five-digit student ID number followed by @students.cuesd.com. If you don't know what your child's email is, his/her teacher will be able to provide that to you.

5. What is the password?

Student passwords are four letters followed by four numbers. If you don't know your student's password, please ask the teacher for it.

6. What do I do once I'm logged on?

Please ask your teacher if you don't know what you should do on your Chrome Tablet after you have signed in.

7. What is ClassLink?

ClassLink is a one-click sign-on to access web applications so, once logged in, they are able to access the applications used at school.

8. What programs or applications should I see when I turn it on? What if I don't see them?

The ClassLink LaunchPad should automatically display the icons once a student is logged on. If the ClassLink LaunchPad doesn't open, tap on the Google Chrome symbol on the screen to display the icons. *(see images below for reference)*



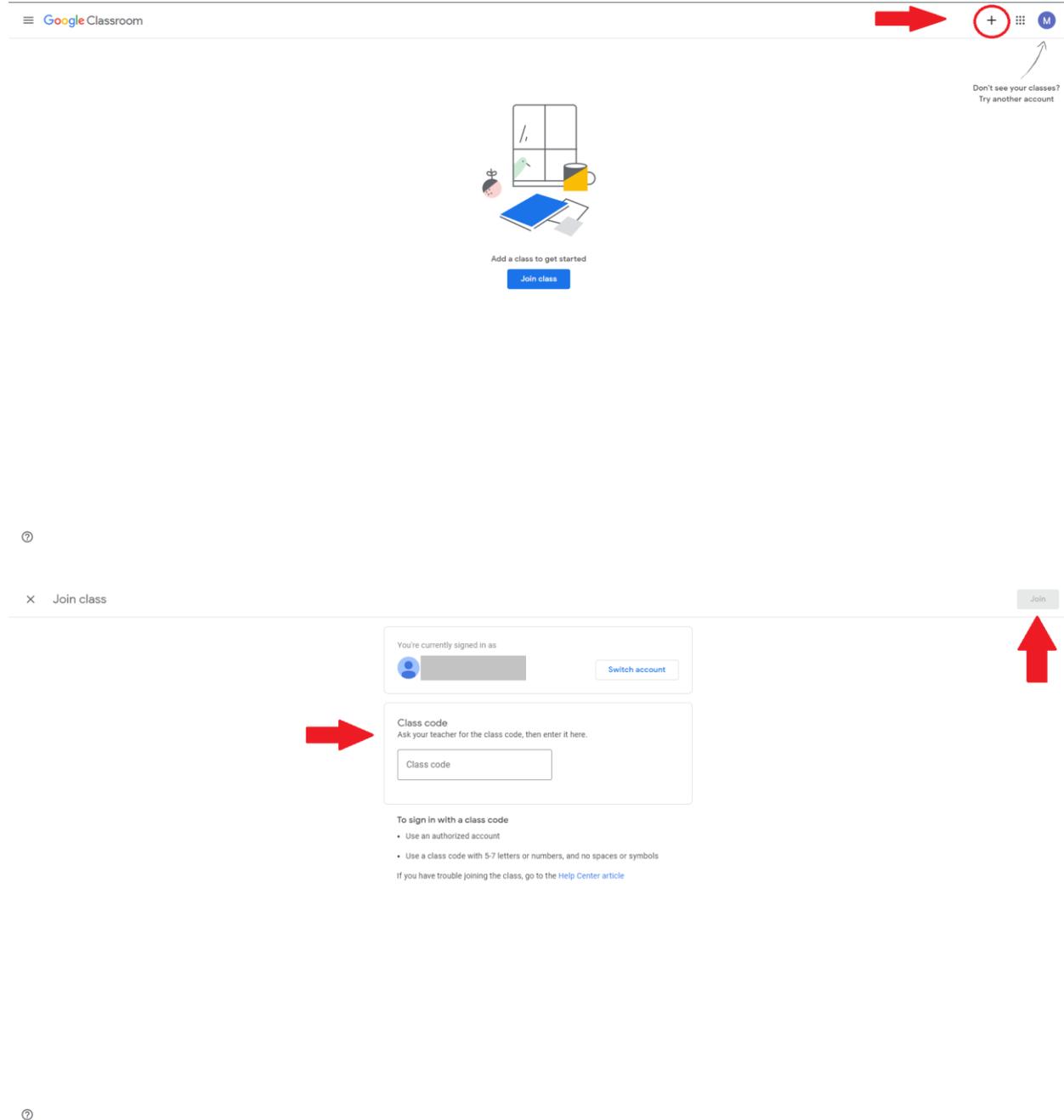
9. Where do I find Google Classroom?

Google Classroom is on the ClassLink LaunchPad. *(see image below for reference)*



10. How do I add my class to my Google classroom if I don't see my teacher?

Contact your child's teacher and ask them to invite you/provide the code. Once you have the code, tap on your Google classroom icon. Tap the plus symbol near the top right corner of your screen, select "join class," and type in the class code into the class code box. (see images below for reference)



11. What do I do if the device says it needs an update?

Not applicable to this device

12. When should I turn it off?

Turn off the device at least once a week.

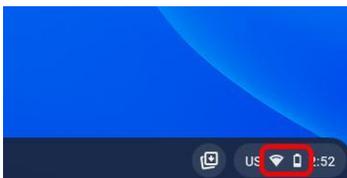
13. How do I turn off the device?

Hold down the power button (upper right corner of the keyboard) until the Chromebook screen goes black. *(see image below for reference)*



14. When should I charge it and how will I know if it needs to be charged?

The battery level can be found by tapping on the oval on the bottom right side of your screen. A new window will open, and the battery charge level will be displayed at the bottom of the screen. If the battery is 40% or less, it needs to be charged, at home, in a safe place. *(see image below for reference)*



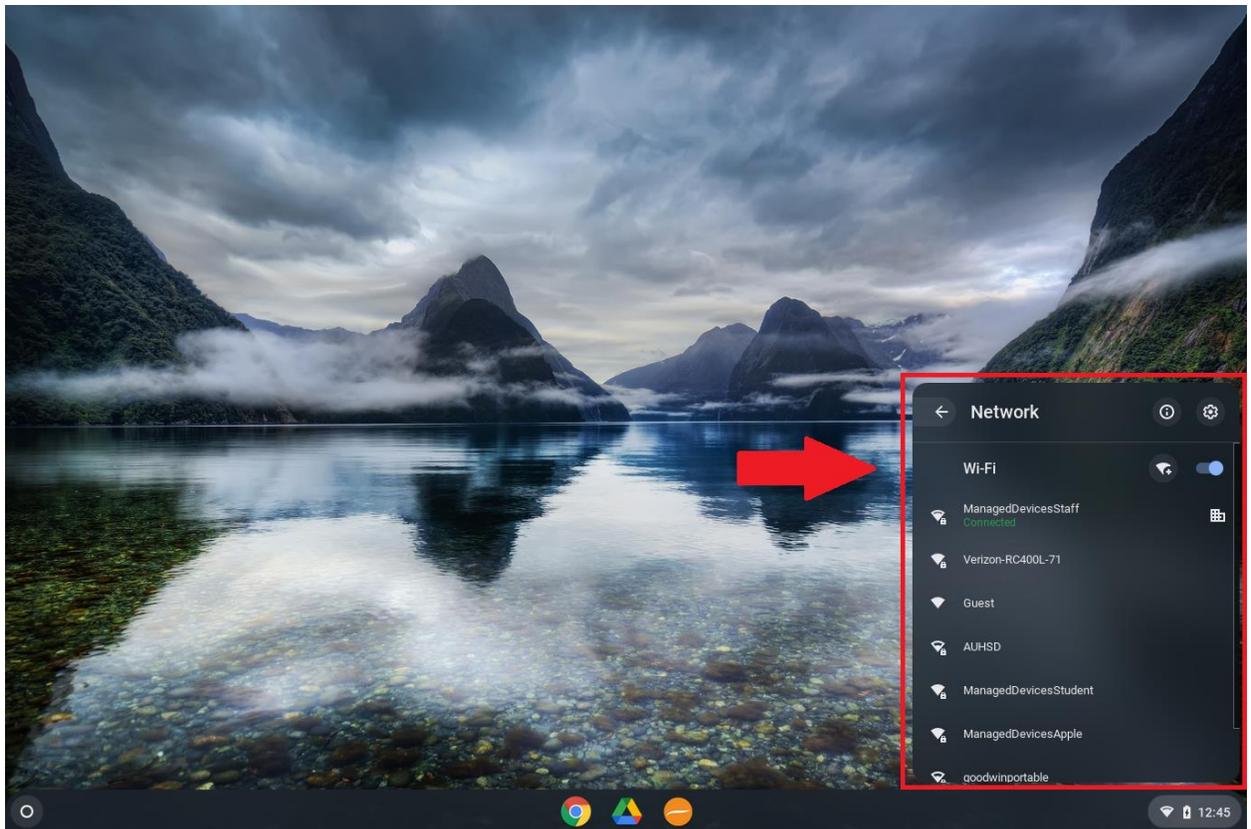
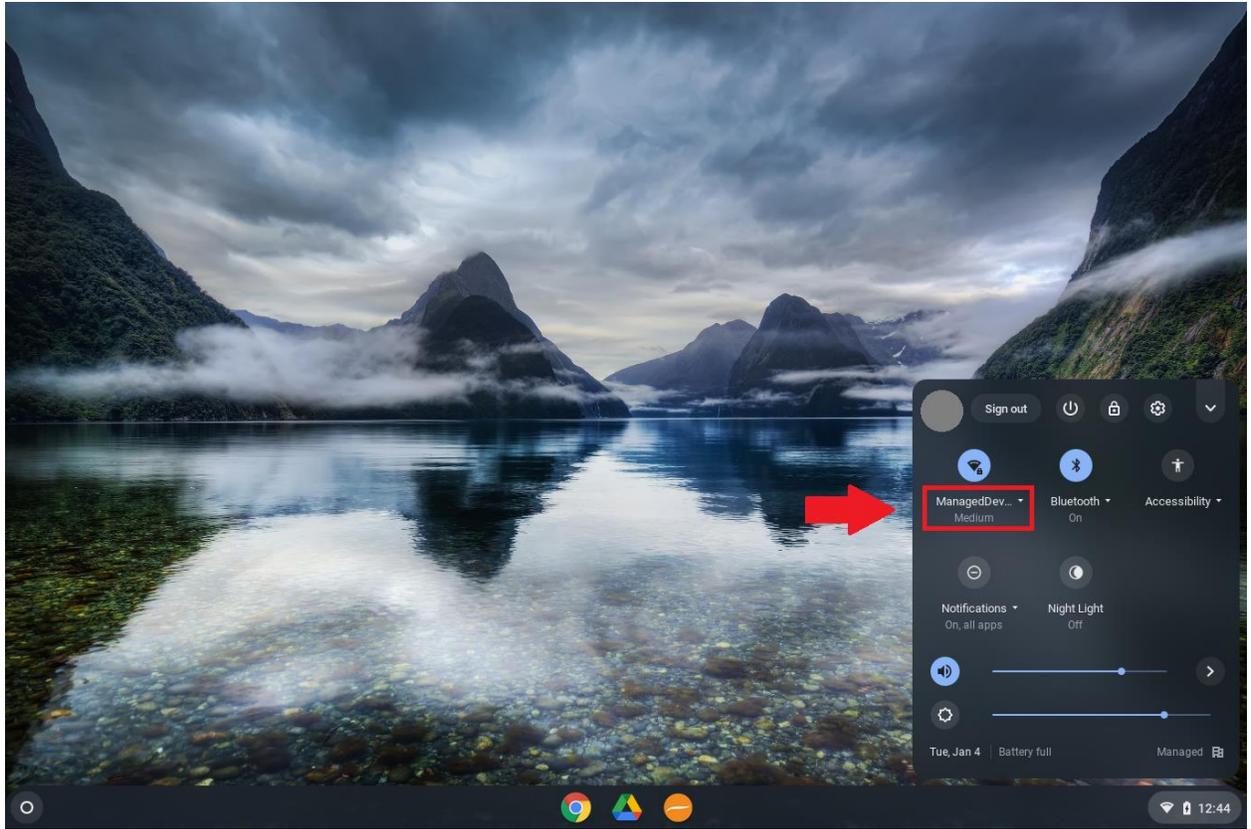
15. Where do I plug in the charger?

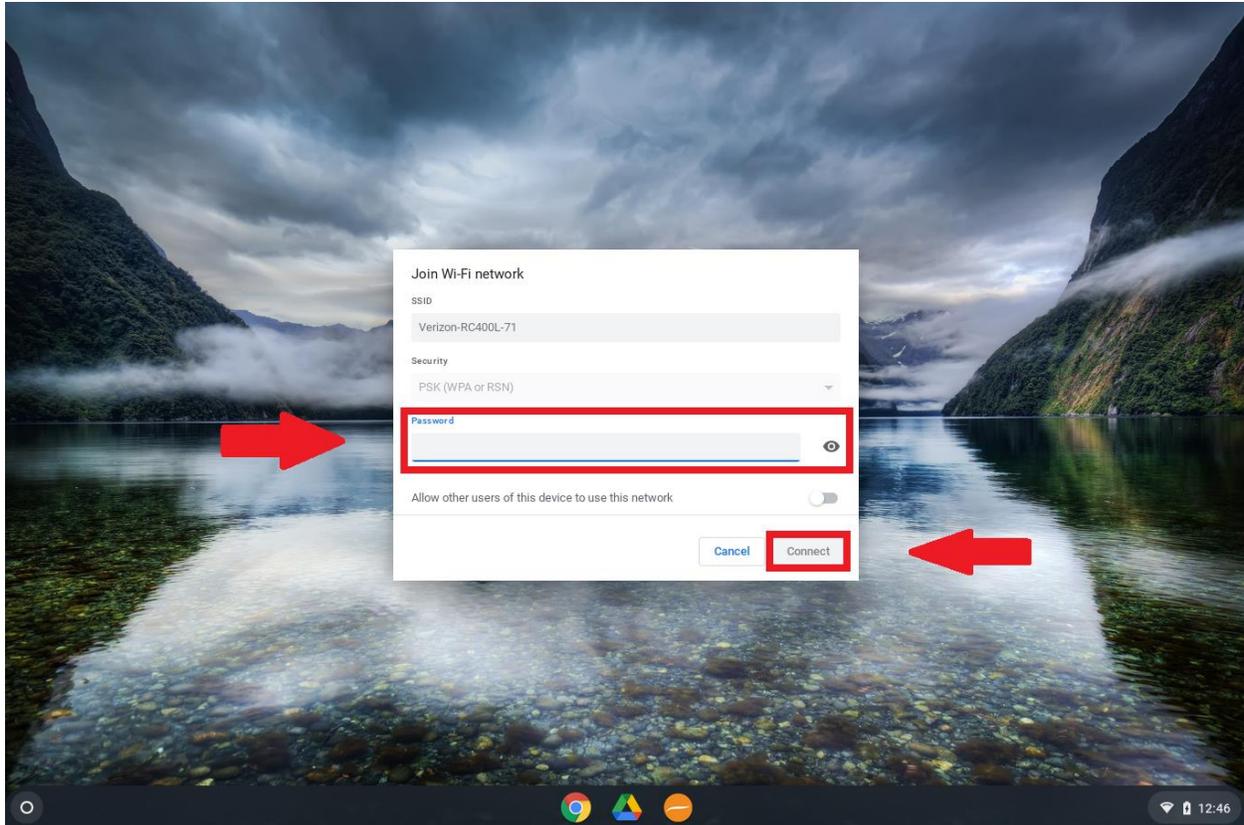
Plug the charger into the Chrome Tablet by holding the tablet horizontally, so the screen is wider left to right and the camera is at the top of the screen. The charging port cover is on the bottom right side. Lift the cover, and push the charger plug into the matching port.

16. How do I connect to WIFI?

Turn on the device and tap the oval at the bottom right corner of the screen. The oval has a WiFi icon, battery icon, and the time in it. Tap on the words below the WiFi icon to see a list of available networks. Tap on your WiFi network name and enter your password. (*see images below for reference*)







17. What if I don't have internet at home?

Spectrum and the FCC can provide WiFi at no cost to you or a reduced cost. Links to these programs are below. Applications and program information is available at the school office. WiFi hotspots are available for students who qualify.

FCC Emergency Broadband Benefit Media Resources:

<https://www.fcc.gov/emergency-broadband-benefit-media-resources>

Spectrum Internet Assist Program:

<https://www.spectrum.com/internet/spectrum-internet-assist>

18. Do I qualify for a district hotspot?

To determine if your student qualifies for a district hotspot, we need to know where you live, how many students will be using the hotspot, and if you currently have an internet provider. *(see image below to know what our hotspots look like)*



19. Who do I call if I need more help?

Call the Technology department at 530-378-7025