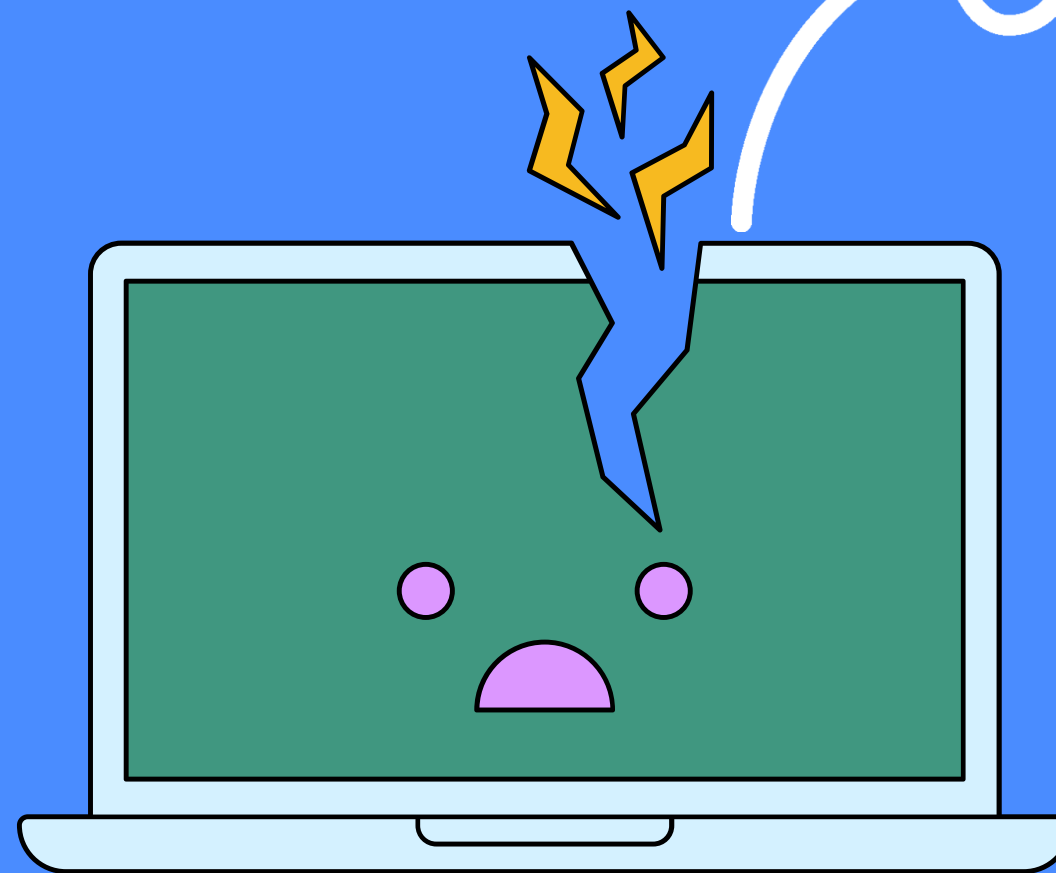


Chromebook 101

.....for high school



SEPTEMBER 2024

Brooklin High Library

1. Welcome
2. What is a Chromebook for?
3. How do I care for my Chromebook?
4. Uh oh....I broke my Chromebook!
5. Updates and password problems?
6. Getting ready for your first day!



**Introductions &
Welcome**

Mr. Beggs

**Dept. Head of Library, French
and Rugby Coach**



Ms. Younis

**LAN Tech (local area network) &
your best tech friend !**

Mr. Penney & Ms. Shah

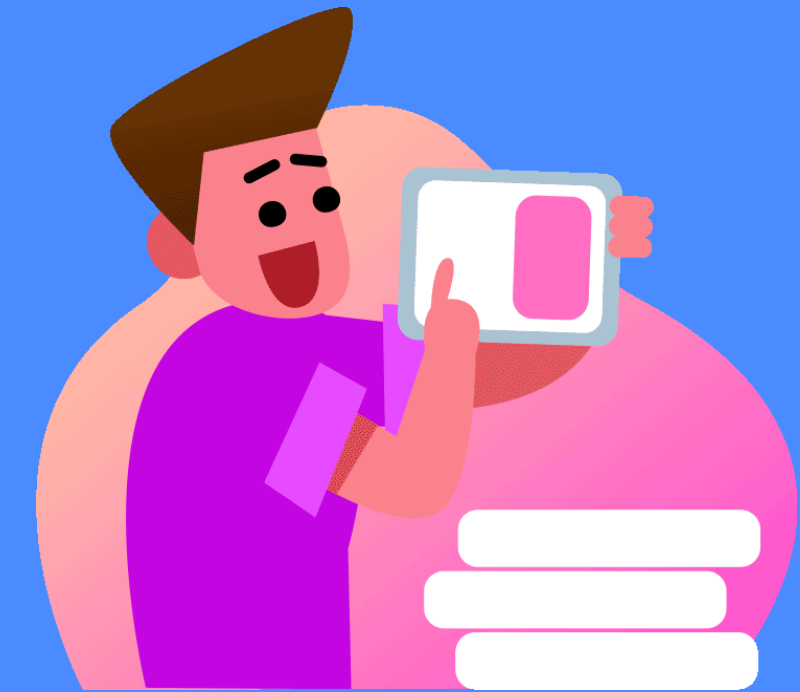
**Part Time Libarians as well as History
Teacher (Penney) and English Dept. Head
(Shah)**



What is your Chromebook for?

1. To learn HOW to **work productively** in an online environment.

- a. **Google Drive** - create folders by grade & subject
- b. **Gmail** - to stay in contact with your teacher & see push notifications
- c. Access to Learning Management Systems: **Google Classroom AND D2L**
- d. Use **online tools** to: read, listen, research, write, compute and create.

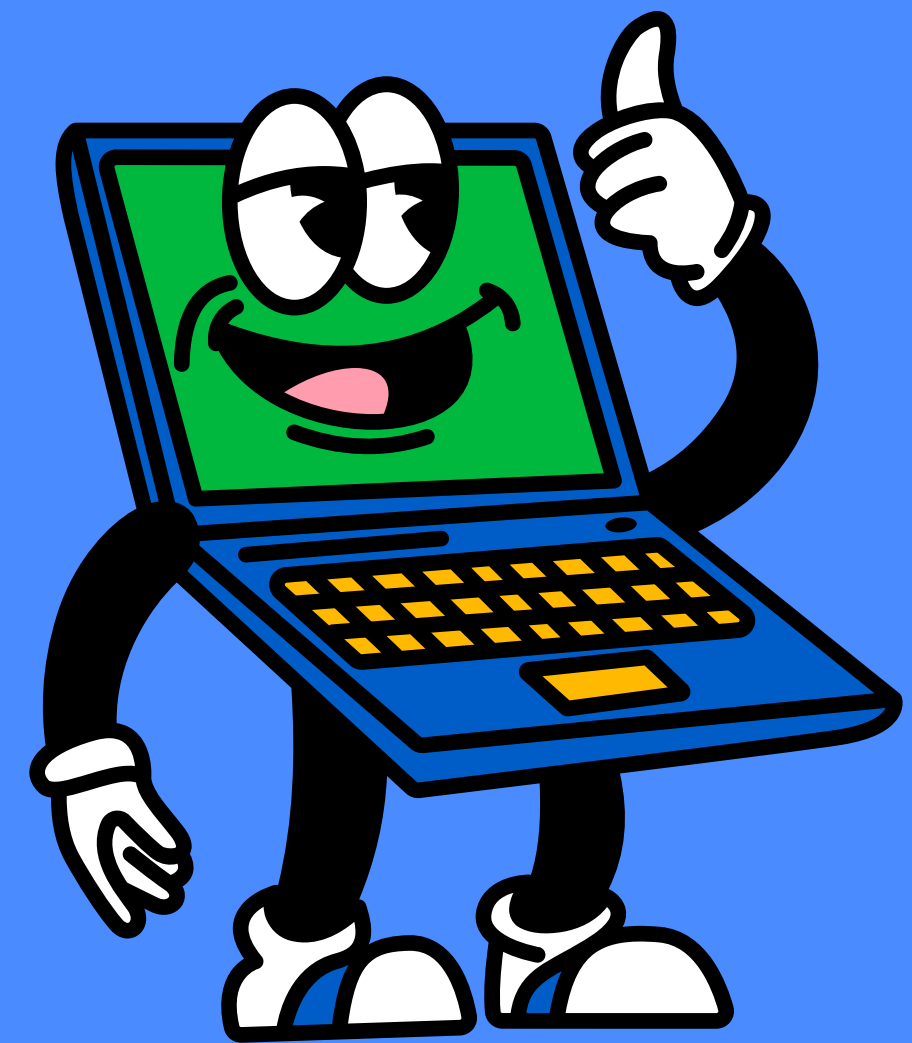


A Chromebook is
a tool LOANED to you for
learning.

Save your games and social
media for your personal devices.

How to I take care of my Chromebook?

- First and foremost ... **you do not OWN your Chromebook.** The DDSB is providing it for you...your parent/guardian signed a waiver - essentially **promising that YOU will use it properly and take care of it...AND return it in good shape (or else you may have to pay for it.)** So.....



1. keep it away from food or drinks
2. don't pile things on it or 'stuff' it into your back pack
3. close it/lock it before you carry it & don't leave it on the floor
4. turn it off daily or at least once a week (that is how you get updates)
5. charge it nightly and bring your charger to school
6. stay on approved websites and do not download extensions that are not approved by your teacher or the board

Troubleshooting Problems

Chromebooks occasionally get “glitchy” and it can look like cursors moving around aimlessly, windows opening and closing, turning off randomly....etc. There are **THREE** ways you can address this yourself:



1. Re-starting your Chromebook (You can all do this)

1. Powerwashing*
2. Chrome OS update*
3. Password re-set?

*ADVICE ON HOW to do the above
ARE ON OUR SCHOOL LIBRARY WEBSITE!



Powerwashing your Chromebook

(no not literally)

If your Chromebook has issues, use your phone to:

- Visit the school website's Library Learning Commons page.
- Access troubleshooting links and videos, and try the demo.

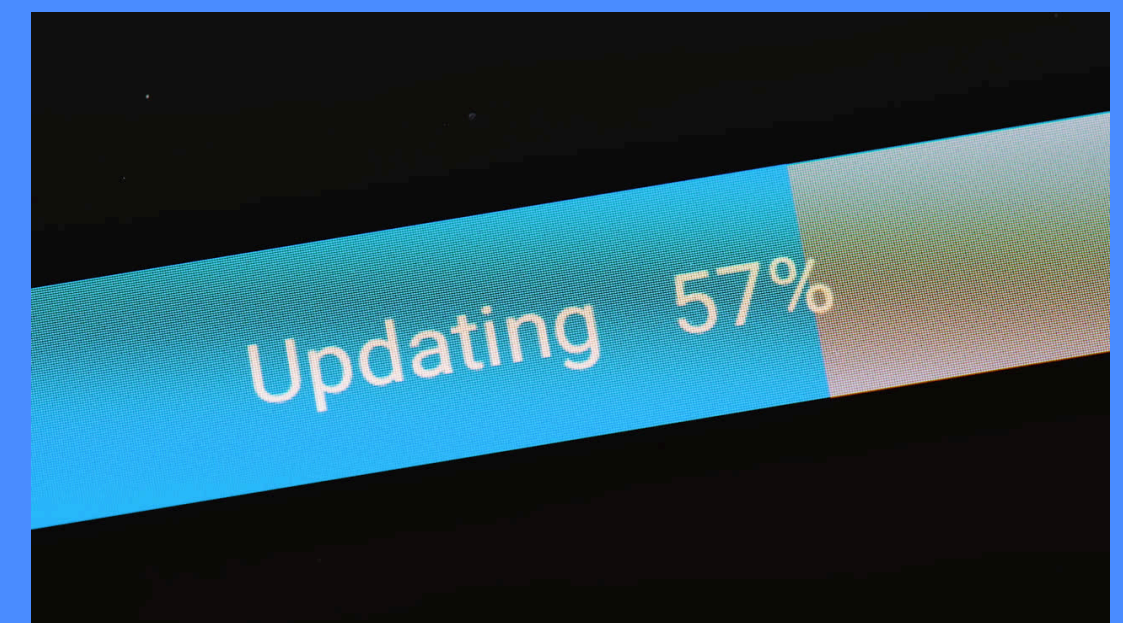


Chrome OS (operating system) Updates

Your Chromebooks have no memory on them...they are a cloud based device. BUT **Chrome IS a program that occasionally needs updating.** (Much like Apple OS and other programs for phones, tablets, etc.)

Go to our school website and go to the [Library Learning Commons page](#) (...and bookmark it.)

Follow the links to the troubleshooting info/videos - DEMO



Problems with Passwords

1

If you are **new** to the DDSB, here is how you initially login:

Username: s#####@ddsbstudent.ca

Password: STUDENT#DOB(YYYYMMDD)@ddsb

STUDENT#DOB(YYYYMMDD)@ddsb

Example:

20112345620070918@ddsb

Problems with Passwords

2

Students will have to update their password at least ONCE per year.

3

You can change your own password at anytime.



BHS Homepage - Student Mobile Campus - upper corner.

What if I (or my teacher) can't fix my Chromebook?

If you have tried troubleshooting yourself, or your teacher has attempted unsuccessfully, your next step is for your teacher to submit a **HELP TICKET**.

Some rules around this:

1. Students can come before school, at lunch or after school to ask questions.
2. OR...if your teacher submits the ticket - WE will call YOU down.
3. Don't just come down to the library during class UNLESS you are called down.
4. A loaner Chromebook (if available) will be offered to you to sign out (like a library book.)*





Physical Damage to Chromebooks



- 1. Briefly, any physical damage to your Chromebook will cost you. Your parent/guardian signed a waiver meaning that you (and them) take responsibility for not mistreating it. Cost will be determined by school admin in consultation with the LAN Tech - and must be paid via School Cash Online.**
- 2. IF the damage is committed by another student (accidentally or on purpose) then you must seek out your Vice-Principal who will determine consequences and costs.**
- 3. Typical physical damage tends to be: broken screens, bezels or covers, or missing keys, etc. caused by student carelessness.**
- 4. Yet, IF internal problems such as: battery malfunction, disabled trackpad, failure to charge, or failure to load ChromeOS occur, Chromebooks will be exchanged with no charge.**
- 5. Finally, all students received a charger with their laptop. A new one will cost \$.**

All DDSB Students should ALREADY HAVE a Chromebook.

- **If you have one.....go home tonight - charge it and login to ensure it works. ALL of your teachers will EXPECT it to be charged and ready to go on the first day of school.**
- **If you have one, but it is broken - bring paper and pencil/pen to school JUST in case. You can usually access GClassroom or D2L on your personal device, but only if your teacher allows. it. If truly an issue - have your teacher submit a HELP TICKET.**
- **IF YOU ARE NEW to the DDSB (out of area or from the DCDSB) - WE KNOW that. Often within the first week or two of school - your DDSB assigned Cbooks (or SEA laptops) will arrive and we shall call you down to the library. (NOTE**

**This presentation will be
accessible on our school
website under the
Library Learning Commons tab**

Mr. Beggs

