



Lenovo 100e & 300e Get Started Quick Reference Guide

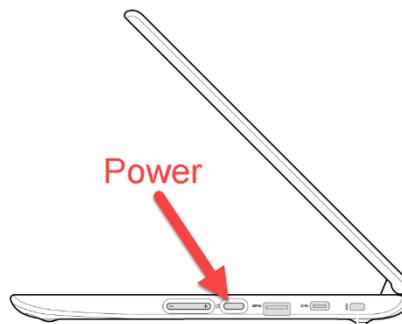
The school district is providing you a device in order to work with your teacher and classmates in a remote instruction environment. The device provided is running Microsoft Windows 10 so, once logged on it should be very similar to your classroom environment at school.

How to Start Using Your Remote Instruction Device

In order for the device to be able to communicate, you must first power on the device and then connect to a Wi-Fi network either at your house or out in public.

Power On

Power on your device by pressing the power button on the righthand side of the keyboard as shown below



Connect to Wi-Fi

Once powered on and at the login screen, you must click the Wi-Fi  icon in the bottom right corner of the screen. Once you do, a list of available networks will appear. Please select the appropriate one and enter password, if required, to connect to the network. **Please note must access to your own internet access as it is not provided by the district at this time.**

Logging On

Once Wi-Fi is established, you can logon using your BUFSD login credentials. Your **User Name** is the account you log in with at school including the @bufsd.org. For example, for user *gn515445* you would type *gn515445@bufsd.org*. In the password box, type your BUFSD password.

Upon successful login, you will now have access to all the programs and remote learning tools you need to continue your instruction outside of school