

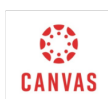
# Two Rivers High School

## 2021 Managed Chromebook Instructions

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### Accessing Your Chromebook

- **Open the device and turn it on.** The device may need to charge prior to turning on.
  - **At school, you will automatically be connected to wifi.** If setting up at home you will need to connect to your home wifi before going to step 3.
  - **Enter your school Gmail username.** (@isd197.org is auto populated)
    - **Gmail Username** = Your full legal first name and the last 4 digits of your 6 digit student id.  
Example=Benjamin1234
  - On the next screen, **enter your school Gmail password.**
    - Returning Students = Use your Google password from last school year. Google passwords are not reset over the summer.
    - New Students = Use the temporary Password of Gmail@197
      - Once you enter this password, you will be prompted to create a new password.
      - Passwords should be at least 8 characters long and contain at least 1 capital letter and 1 number).
  - If prompted, be sure to sync your Google account with this device using the domain [isd197.org](mailto:isd197.org).
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### Logging in to Canvas (Learning Management System)

- Students use their Google/Gmail username and password to access Canvas.
  - The link for Canvas can be found at [tworivers.isd197.org](http://tworivers.isd197.org) by selecting the *Student Life* tab.
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### Infinite Campus Student Portal

- Students use Infinite Campus to access schedules, grades and attendance.
  - The link for Infinite Campus can be found at [tworivers.isd197.org](http://tworivers.isd197.org) by selecting the *Student Life* tab.
  - **Infinite Campus Username:**
    - a. Your full legal first name and the last 4 digits of your 6 digit student id. (Example=Benjamin1234)
  - **Infinite Campus Password:**
    - a. Returning Students = Use your password from last school year, passwords are not reset over the summer.
    - b. New Students = Use the temporary Password of Campus@197
    - c. Once logged in, you will be prompted to change your password to a strong password. Your password will need to be 8 or more characters with a capital letter and number. You cannot use your name in the password.
    - d. Then follow the prompts to enter your school email address and then the Infinite Campus Password, again.
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### **Password Help for Gmail and Infinite Campus:**

- If you cannot remember your Google or Infinite Campus password, please call the district tech office at 651-403-7005 or email [empowered@isd197.org](mailto:empowered@isd197.org).
- Please contact a teacher for help accessing all other curriculum resources, such as Canvas.