

Instructions to activate your newly issued Chromebook (Grades 3 - 5):

Please use the following step-by-step quickstart guide to activate your Chromebook for remote learning. This method will bypass the need to scan a badge.

- 1. Open your newly issued Chromebook.
- 2. If the Chromebook you were issued is already on when you receive it, please power it down now.
- 3. Power on your Chromebook. (Power button is located on the left outside edge of the computer)
- 4. Once your Chromebook is powered on, you should see the following screen:



5. Use the text box to enter your student email. In the following format: *First Initial, Last Name, Year of Graduation*. (I.e. Michael Smith graduates in 2020. His email would be *msmith2020@scarboroughschools. org*). Once you have entered your information, click "*Next*". You should now see the following screen:

Welcome	
Imlemelin@scarboroughschools.org	
Enter your password	0
Forgot password?	Wext

 Use the text box to enter your password. Student passwords will consist of a student's Lunch ID#, preceded by (3) zeroes. (I.e. Michaels Lunch ID# is 12345. Therefore, Michael's Chromebook password is "00012345")

Once you have entered your password, click "*Next*" (Note: If you do not remember your password, you may contact tech support using the email provided at the end of this quickstart guide)

7. When you have successfully logged in, you will be presented with the following screen:



8. Nicely done! You have successfully logged in to your Chromebook. For additional questions or troubleshooting issues, students and parents may submit a support ticket at the following address: tickets.scarboroughschools.org