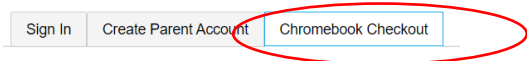


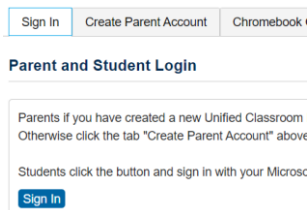
To Agree to and Purchase Chromebook Insurance

Step 1: Enter ps.ksd.org and click on “Chromebook Checkout” tab.

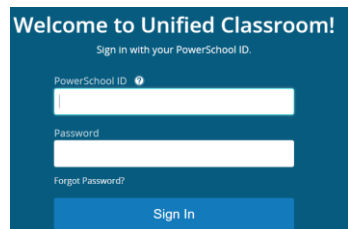


Step 2: Watch a video (step-by-step below) and you can read the Chromebook manuals below the video.

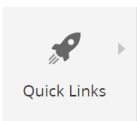
Step 3: Go to Parent Portal, click sign in.



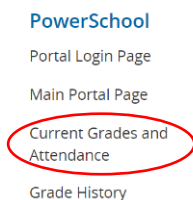
Step 4: Enter account credentials and click “Sign In”.



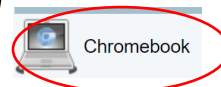
Step 5: Click on “Quick Links,” on the left-hand side, then click on, “Portal Login Page.”



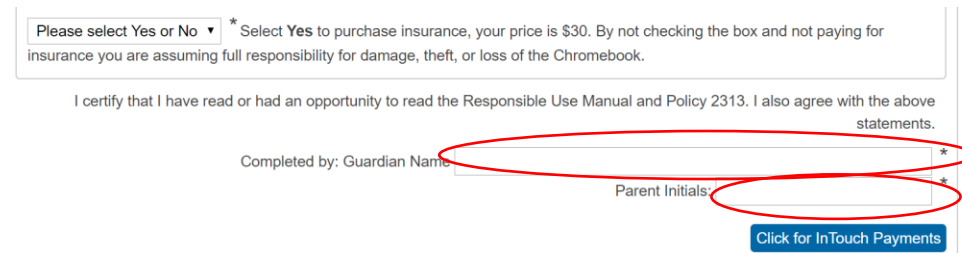
Step 6: Click on “Current Grades and Attendance.”



Step 7: Click on “Chromebook” on the bottom, left-hand side.



Step 8: Please read and select “Yes” or “No” for insurance. Then complete the electronic signature and submit.



If you choose to **decline** insurance, you are done. You will be responsible for any cost of damage or loss of the Chromebook.

If you selected “Yes” to insurance, please click on “**click for InTouch Payments**” or visit payments.ksd.org to pay for insurance.

Username: student ID number password: student last name

Who are you shopping for? → Choose your student

Where are you shopping? → Click on “**Items at students school (Meals/ASB/Sports/ETC)**”

Click on “**Chromebook Ins**”.

Click on “**Buy**”.

Click on “**Checkout**” in the upper right hand corner and continue with the checkout process.

Cash/check payments can be brought to the ASB window before/after school or at lunch.