

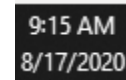
# How to Update Your Chromebook



*Chromebooks should be updated BEFORE the first Zoom of the day, every day. Please allow 15-20 minutes for update.*

Step 1: Turn on Chromebook and sign on as usual

Step 2: In the bottom right corner, click on the time



Step 3: In the upper middle, click on the gear icon



Step 4: On the left-hand side, click the last words **About Chrome**

Step 5: Click on **Update** (update may take up to 15 minutes)

Step 6: Computer will restart itself

Step 7: Sign on as usual

Step 8: Access the Zoom meeting through Skyward app on the dashboard