



Laptop Checklist for Winter Break

Here are a few suggestions to keep your laptop safe over Winter Break:

- ☐ Do not leave it in a cold car, near a heater, or anywhere the temperature is extremely cold or hot.
- ☐ Do not leave it at a relative's house after you visit. (Grandma, Aunt, etc.)
- ☐ Keep your laptop away from little brothers/sisters/pets.
- ☐ Do not allow other people to use your school-issued laptop.
- ☐ Do not leave it plugged in the entire time.
- ☐ Do make sure you turn it off when you are not using it.
- ☐ Do not eat or drink near your laptop.
- ☐ Don't leave it on the floor where it can be stepped on.