

## **Jr./Sr. High School Getting Started: A Beginner's Guide to Your New Chromebook**

### **1. Understand your rights and responsibilities**

- a. Read the following documents: Student Device Handbook, Device Insurance Agreement, and Use of Virtual Learning form
- b. Sign and return documents: Device Insurance Agreement (payments can be made through MySchoolBucks) and Use of Virtual Learning form

### **2. Charge it up**

- a. Plug in your new Chromebook before you begin exploring your new device.

### **3. Login**

- a. Username: [firstname.lastname@students.sc-aggies.us](mailto:firstname.lastname@students.sc-aggies.us)
  - i. Example: John.smith@students.sc-aggies.us
- b. Password:
  - i. Capitalized first and last initials
  - ii. Aggies (with the capital A)
  - iii. Last 4 digits of student ID number
  - iv. Example: JSAggies1234

### **4. Enroll in Google Classroom class(es)**

- a. Go to Classroom.google.com
- b. Click the + button at the top right
- c. Enter the class code. Your class code(s) can be found on the Master Code List on the school website.

### **5. Bookmark Google Classroom**

- a. To bookmark a website, click the star in the address bar. This will make it easier to find.

### **6. Visit our Google Help website**

- a. As questions about your device and/or Google Classroom pop up, visit our website for quick video tutorials:

<https://sites.google.com/sc-aggies.us/sandcreekhelppsite>

### **7. Join our Virtual Open House Zoom meeting on August 26th 6:30 to 7:30 pm**

- a. Visit your teacher's Bitmoji Classroom by finding their name on the list found on the Sand Creek website.