


AARP TAX-AIDE STAMFORD CHROMEBOOK: QUICK START FOR FIRST TIME USE IN A NEW TAX SEASON

Screen	Action
Connect to Network	1. Fully charge the Chromebook and power on the Chromebook, Connect to a network.
Sign In	2. If you see an old account username in the login screen, you need to first remove this old account (last year's accounts won't work and need to be removed!): <ol style="list-style-type: none"> Click the arrow next to the username you want to remove. Select Remove Account from the drop-down menu. 3. Note 1: If you do not see "Remove Account", your screen is probably locked but you haven't signed out of the account. Sign out of your Google account (bottom left corner of the screen, or, power off the Chromebook then power it back on. When your username appears, repeat a. and b. above. 4. Note 2: If multiple usernames appear in the Sign-in screen at the beginning of the season, you remove each of them separately following the steps above.
Sign into your Chromebook	6. Enter your full Tax-Aide Google account email address (see chart on the next page below for yours) 7. Click Next .
Welcome	8. Enter the initial password, which is TaxAide2025!
Change Password	9. Enter as a new password 2024Taxes!!! 10. Enter the password a second time 11. Press Enter to confirm. 12. Note: For all subsequent sign-ins, you will use 2024Taxes!!! as your password
Accept all screens	13. Leave all default options as they are and click Accept and continue . 14. On the next screen, there is nothing to change. Click More . 15. On the last screen, leave all the default options as they are and click Accept .
Check Recovery email and phone	16. Launch Chrome from the icon at the bottom of the task bar 17. Go to Tax-Aide-Links -> Google Links -> Update Recovery Info 18. Scroll down the page to How you sign into Google and verify or enter your personal email address and cell phone number.
Add Stamford Resources Bookmark	19. Open webpage aarpstamford.com Highlight that URL and drag it to the next line, right next to Tax-Aide Links
Check for Chrome OS Update	20. Click on the right bottom (time) button of the screen. 21. Click on the Gear Settings icon  . Ignore any Account Blocked popups you see. 22. In the Settings window, click on the "About ChromeOS" tab. 23. Click on Check for Updates . 24. If there are any new updates, Restart the Chromebook. 25. After the CB restarts, log in and check again for updates. 26. Repeat this process until it says "Your Chromebook is up to date" . (Note: it may take a couple of restarts)

Volunteer ID	Last Name	First Name	Google Account Email Address
500202601	Agatstein	Richard	500202601TY25@aarpfoundation.org
500096913	Apt	Lesley	500096913TY25@aarpfoundation.org
100443500	Broderick	Neil	100443500TY25@aarpfoundation.org
500295645	Callahan	Peter	500295645TY25@aarpfoundation.org
235302401	Carpanzano	Frank	235302401TY25@aarpfoundation.org
500241467	Coff	John	500241467TY25@aarpfoundation.org
100467696	Giuntini	Nicholas	100467696TY25@aarpfoundation.org
235315371	Hynes	Thomas	235315371TY25@aarpfoundation.org
235307861	Johns	Crystal	235307861TY25@aarpfoundation.org
040499642	Katz	Daniel	040499642TY25@aarpfoundation.org
235230497	Katz	Randie	235230497TY25@aarpfoundation.org
235146265	Lee	Christian	235146265TY25@aarpfoundation.org
235075153	Lopez	Deyanne	235075153TY25@aarpfoundation.org
500241389	Mikolayczyk	Rolf-Peter	500241389TY25@aarpfoundation.org
500040014	Mittel	Joseph	500040014TY25@aarpfoundation.org
500116609	Ostuw	Cathleen	500116609TY25@aarpfoundation.org
235233224	Schmidt	Thomas	235233224TY25@aarpfoundation.org
127649959	Shapiro	Carl	127649959TY25@aarpfoundation.org
235233224	Stadler	Thomas (Tom)	235233224TY25@aarpfoundation.org
500064489	Swan	Philip	500064489TY25@aarpfoundation.org

235064248	Sweillam	Sherif	235064248TY25@aarpfoundation.org
235079054	Tamborrino	Mike	235079054TY25@aarpfoundation.org
500202603	Tebbs	Michael	500202603TY25@aarpfoundation.org
500202602	Wells	Clifford	500202602TY25@aarpfoundation.org
235026817	Westfall	Kristin	235026817TY25@aarpfoundation.org
500295740	Zhang	Lei	500295740TY25@aarpfoundation.org

