

Chromebook Update Instructions

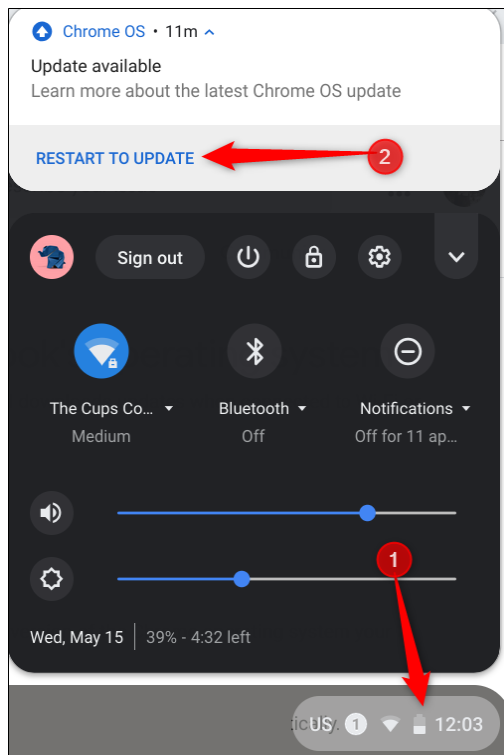
STEP 1

Check to see if you already have an Update notification per the image below.

1. On the lower right-hand side of your chromebook, click in the systems tray
2. When the panel appears, **IF** there is a notification per the image below, click on Restart to Update

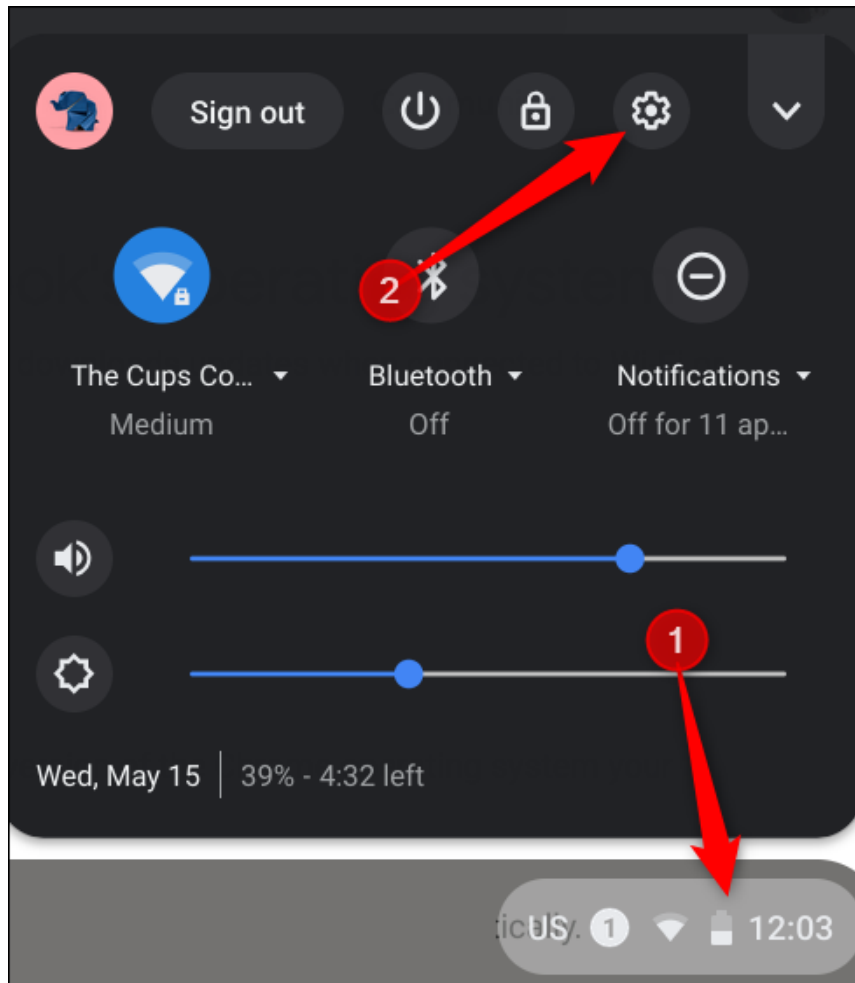
*Make sure you save anything you're working on before you click to restart your Chromebook. Any unsaved data could potentially be lost when your Chromebook restarts.

IF there isn't a Notification, go to STEP 2

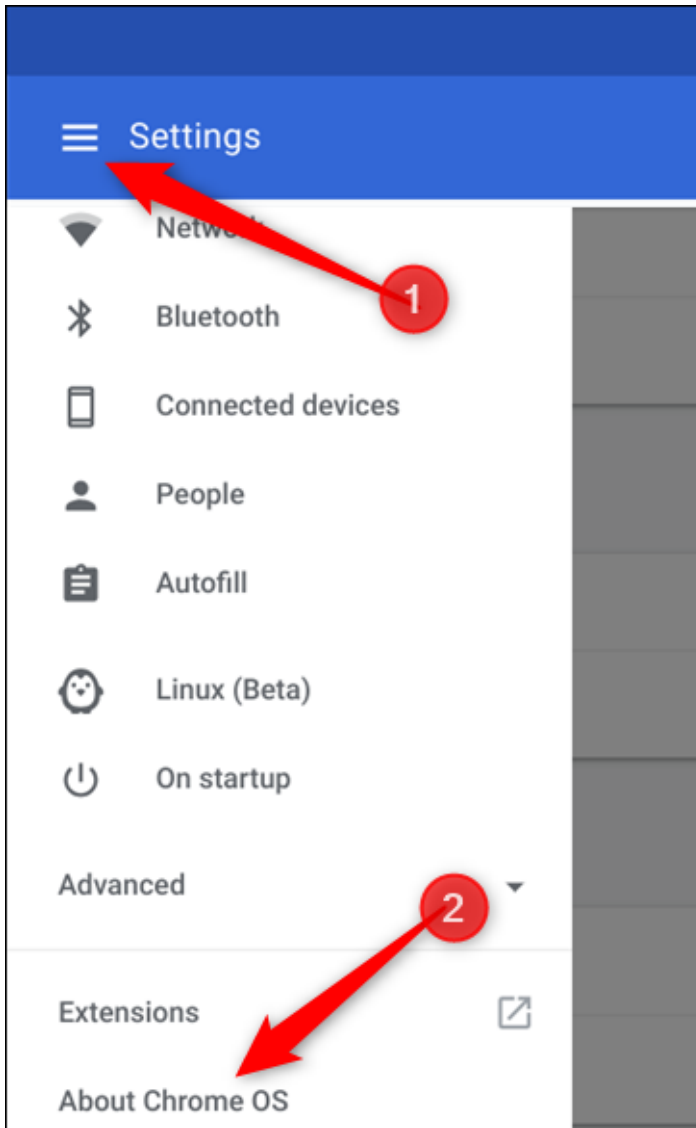


STEP 2

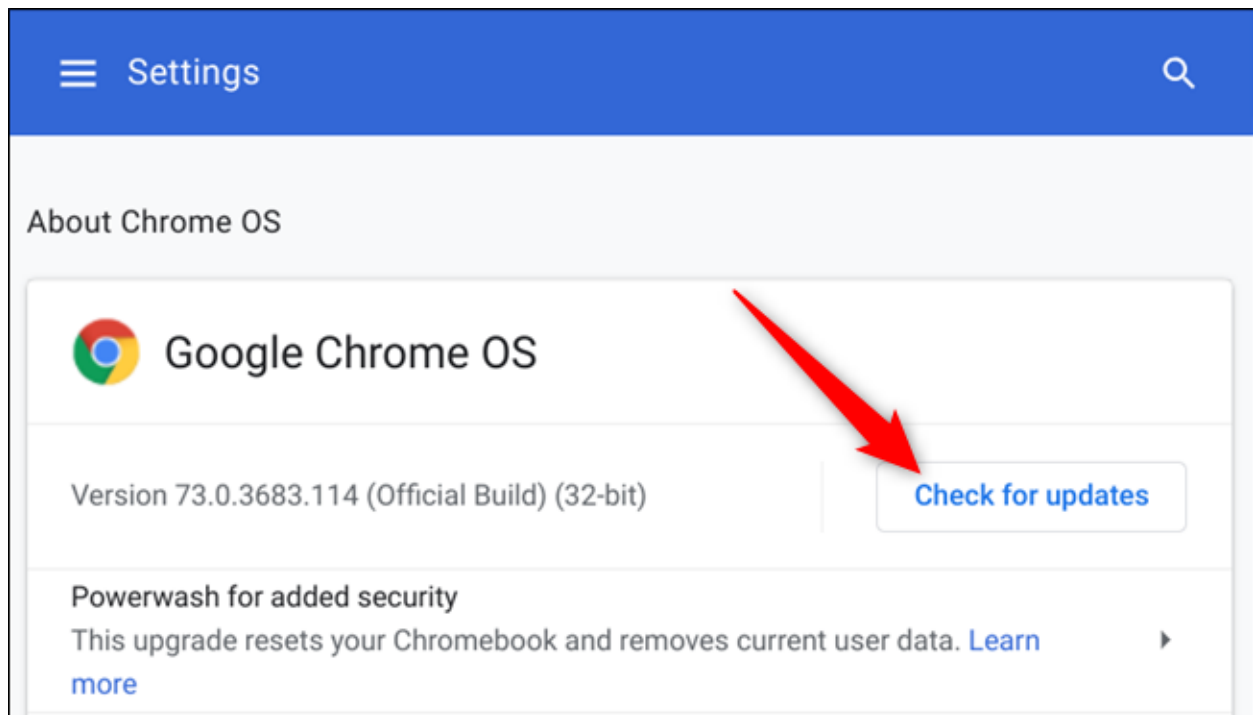
1. Per the image below, in the bottom right, click in the systems tray to open the notification panel
2. Then click on the systems cog



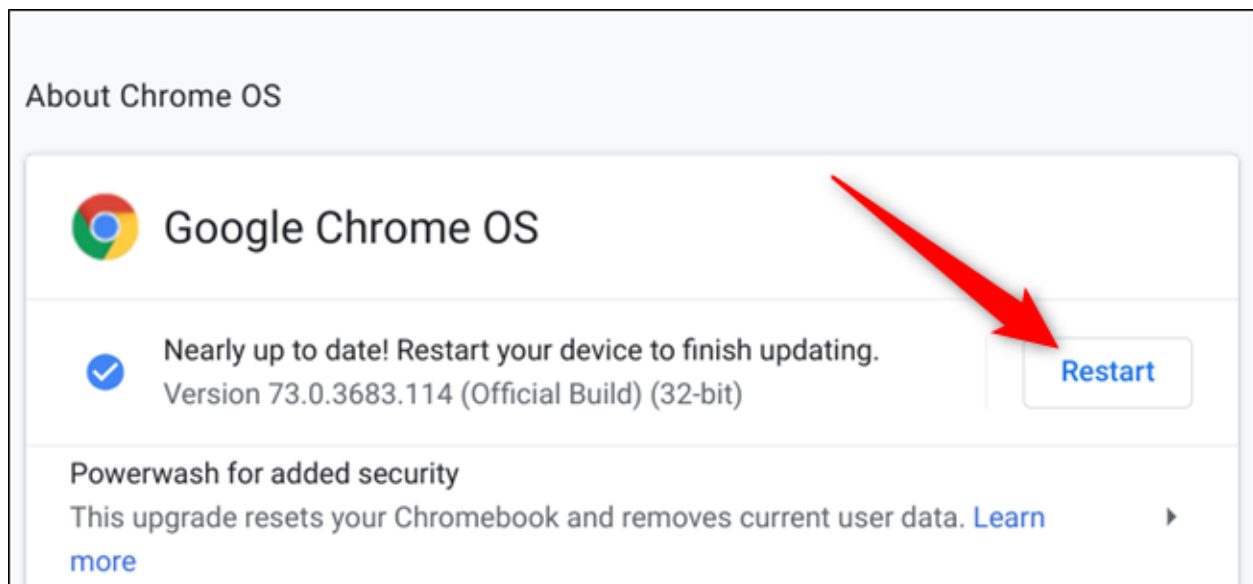
3. The Settings page opens - you may have to click on the three horizontal lines per the image below to populate the options
4. Then, per the image below, click on "About Chrome OS" at the bottom of the menu



5. Then click "Check for Updates" per the image below
6. If your Chromebook finds an update, it will start to download automatically



7. After the update downloads, you'll need to restart your device to complete the process - click "Restart."



8. Verify your Chromebook is up to date after it restarts: head back to the “About Chrome OS” page and you should now see “Your Chromebook is up to date”

