#### Devices for students back at school

Students that use personal devices at home will keep them at home and CMS issued devices will need to be brought back and forth between home and school if they were assigned one. If they were not assigned one, they will be assigned one for their time at school and can use their personal devices when back at home.

### **Signing in to Devices**

Below are the instructions to get through the cms filtering on a Chromebook. If you have gone through these steps carefully (not putting "student" in after the @ under steps 3 and 4) and you are still having trouble I would check that the username is correct. If that is correct and it's still not working you may contact me at <a href="mailto:todd.jennings@cms.k12.nc.us">todd.jennings@cms.k12.nc.us</a> and I am happy to work with you to get through it.

Below is a set of instructions on how to sign-in to your Google account outside of the CMS network. Please view the tutorial to better assist your child.

Please notice that step 3 and 4 the username does not have the "student" after the @

### **Logging in on Chromebook Outside of CMS**

YouTube Tutorial: <u>bit.ly/chromebooktakehome</u>

- 1. Connect to your home Wi-Fi
- 2. Log in to the Chromebook

user name: StudentID@student.cms.k12.nc.us

password: your Chrome password

3. Once you navigate to the first website, you will encounter the filtering process. Type in your:

user name: StudentID@cms.k12.nc.us
4. Last screen of credentials type in your:
user name: StudentID@cms.k12.nc.us
password: YYYYMMDD (8 digit birthdate)
5. You are ready to use the Chromebook

## **Updating Chromebooks**

Click on this link for a video on updating your Chrome OS. You will need to do this to be sure your device is fully updated and will work properly with the programs we will be using. Thank you

https://drive.google.com/file/d/15h7WUnsRChuMvSB5bWlAylpxVy6UPBKE/view

**Ipads** should be updated and ready to use. If not please let me know and I am happy to help out.

# **Cleaning devices**

First off, you will need some bleach-free disinfectant wipes or a solution of 70 percent rubbing alcohol and 30 percent distilled water. Using full-strength rubbing alcohol can damage the oil-repellent coating that helps to keep smudges off the screen. You will also need a microfiber cloth or any cleaning cloths that are linen free.

Harsh cleaning supplies like **bleach should never be used** on your electronics since they can also damage the screen and other parts of your Chromebook. Also, avoid any abrasive cleaning brushes or cleaning pads that might scratch the surfaces of your Chromebook.

Never spray any cleaning solution directly onto your Chromebook or any electronics. Even wipes should be moist but not be dripping.