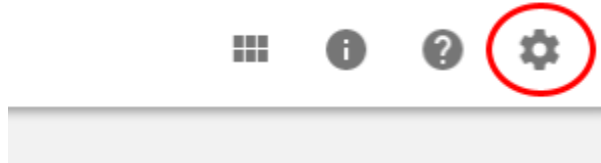
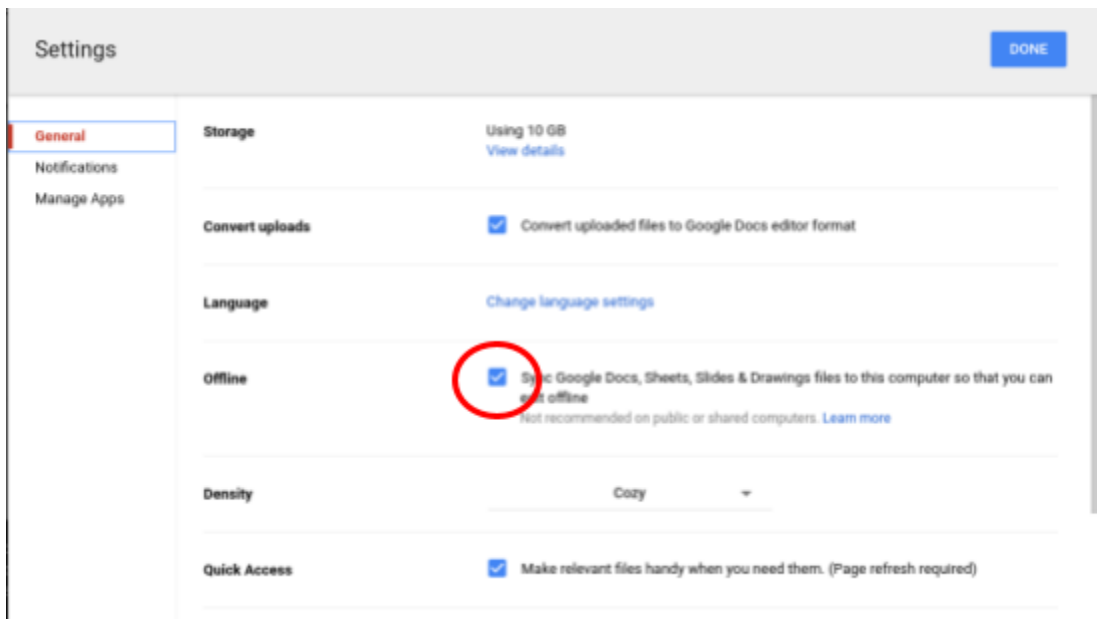


Although the Chromebook is designed to work with an Internet connection you can still be productive offline. You can still work on Google Drive documents and browse your local files and the changes will be saved the next time you connect to the Internet. To enable this do the following **while connected to the Internet**:

- Click on the “Settings” (gear) icon in the upper right corner while in Google Drive.



- Click on the word “Settings”
- Make sure the box to the right of “Offline” is checked



- You can now edit offline