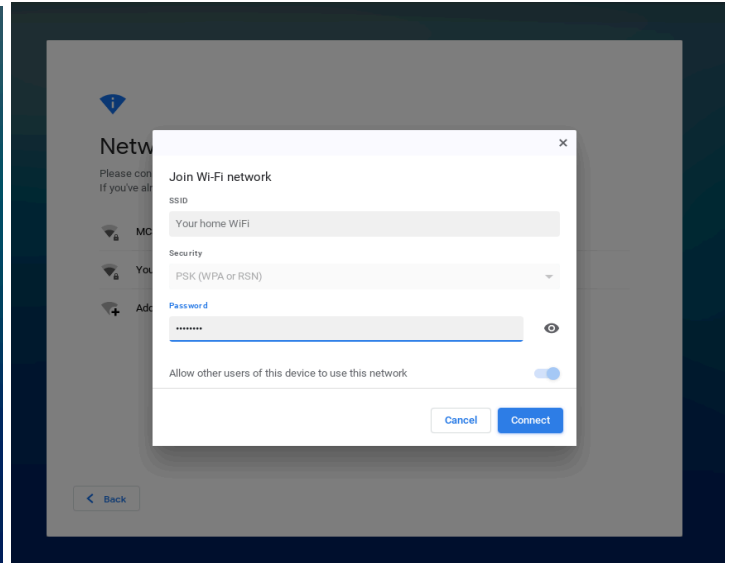
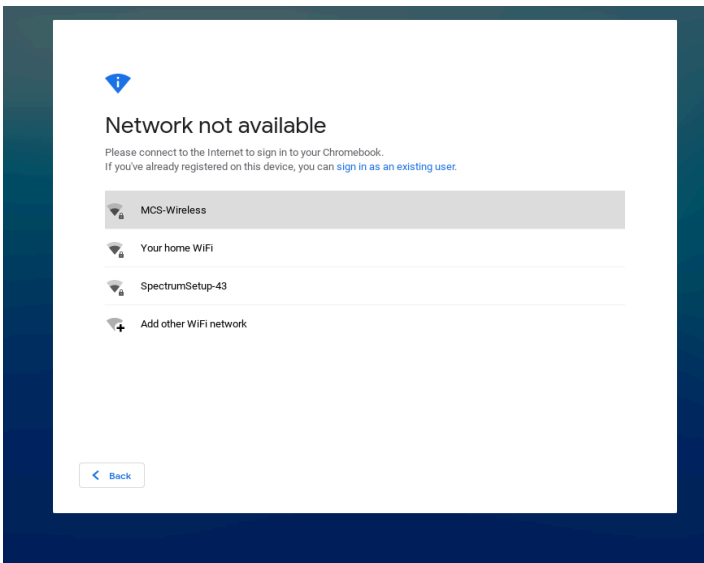


# Chromebook "How-to" Guide

## How to connect to your WiFi network at home:

**Step 1:** Select your home WiFi network.

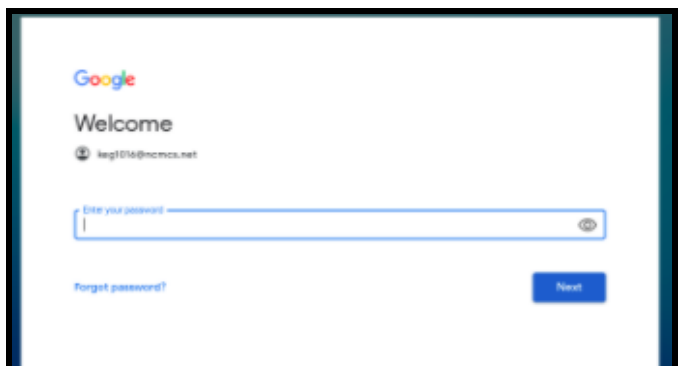
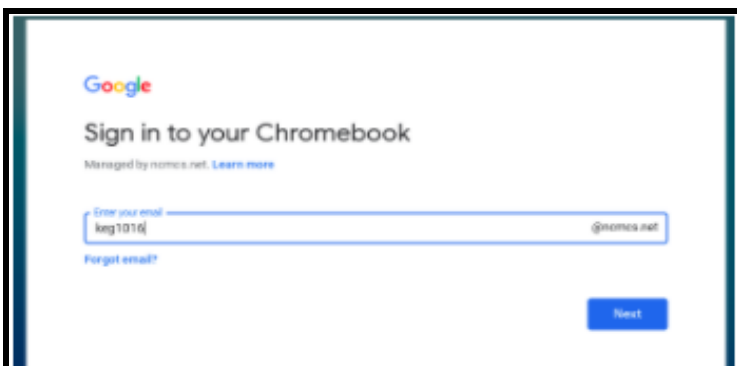
**Step 2:** Enter the WiFi password and press *Connect*.



## How to log into your Chromebook:

**Step 1:** Use your MCS username that is located on your student information card and then click *Next*.



**Step 2:** Enter your MCS password and click *Next*.



--See other side--

## How to access your Google Classroom and your MCS email account:


Hover your mouse over the bottom portion of your screen.

- Click on  to open Google Classroom. Click on the + (join class) button at the upper right hand of the screen. Add the Google Classroom code from your teacher.
- Click on  to open your school Google email account.

## How to log into Zscaler:

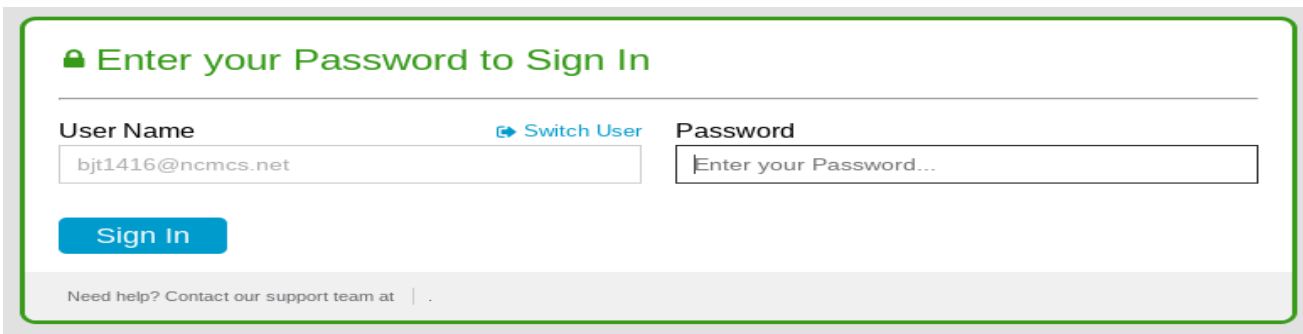
Zscaler is the MCS network security service. In order to visit different websites for your classes and protect yourself from internet threats, you will need to log into Zscaler. If you are not immediately prompted to log into Zscaler, then go to [cnn.com](http://cnn.com).

Step 1: Use your email address as your User Name and then click *Sign in*. Your email address will be your User MCS User Name@ncmcs.net.



The screenshot shows the Zscaler Sign In page. At the top, there is a green header with a person icon and the text "Sign In". Below this is a message: "To keep you safe from internet threats, please sign in to your company's security service." There is a horizontal line below the message. Underneath, the label "User Name" is followed by a text input field containing the email address "bjt1416@ncmcs.net". Below the input field is a blue button labeled "Sign In". At the bottom of the page, there is a link: "Need help? Contact our support team at | ."

Step 2: Use your MCS password to complete the process.



The screenshot shows the Zscaler "Enter your Password to Sign In" page. At the top, there is a green header with a lock icon and the text "Enter your Password to Sign In". Below this is a horizontal line. Underneath, there are two input fields. The first is labeled "User Name" and contains the email address "bjt1416@ncmcs.net". To the right of this field is a blue link labeled "Switch User". The second input field is labeled "Password" and contains the placeholder text "Enter your Password...". Below the input fields is a blue button labeled "Sign In". At the bottom of the page, there is a link: "Need help? Contact our support team at | ."

\*If you experience any problems with your Chromebook, please go to the site:

[www.ncmcs.org/remotesupport](http://www.ncmcs.org/remotesupport)

\*\*please note: MCS Technology cannot diagnose or correct issues with home internet access