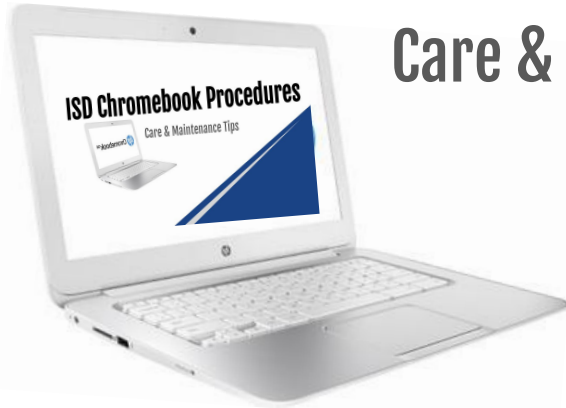


Taking Care of Your Chromebook

Care & Maintenance Tips



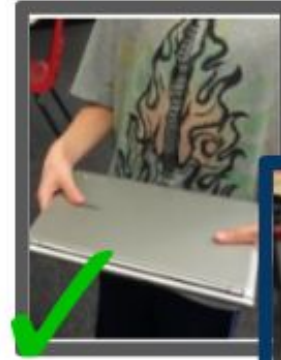
CLEAR YOUR WORKSPACE

- Keep food away from your workspace
- Close water bottles and set them far away.



TREAT WITH CARE

- Carry with two hands.
- Lid down. If screen is open when carrying the Chromebook, larger chance student is distracted while walking which can lead to accidents.
- Open lids carefully.
- Please do not push the lid of the computers backwards all the way.
- Plug in mice & headphones with care. If its does not fit, don't force to avoid pins breaking off.



REPORT ISSUES

- If you have an issue with your chromebook, you can send an email to

helpme@isdschools.org

Log Off & Shut Down

- Please wait until computer profiles show on computer monitor before closing the screen.
- Once a week shutdown the computer.



CLEANING

PROCEDURES

CLEANING SUPPLIES & CLEANING INSTRUCTIONS

SUPPLIES: (For cleaning MONITOR, CASE & KEYBOARD)

- Microfiber cloth
- Plastic Spray bottle
- Vinegar
- Distilled Water

DIRECTIONS:

Power off the Chromebook. Fill half the plastic spray bottle with vinegar, and the other half with distilled water.

SUPPLIES (KEYBOARD & CASE CLEANING:ONLY)

- Clorox wipes (excess moisture wrung out)

DIRECTIONS:

Power off the Chromebook. Ring out excess moisture from wipe. After excess moisture is removed, may use wipe to clean keyboard & case. **IMPORTANT: Using wipes on screen will damage the protective coating.**



Can use microfiber cloth
on monitor screen



No wipes please on
monitor screen.

IMPORTANT CLEANING TIPS



Power off the computer before cleaning keyboard.



Never put a cleaning solution directly on the computer.



Abrasive material should not be used on computer screens.



Wipes (like Clorox) should not be used on screens but can be used on keyboards IF excess moisture is wrung out first.