



Chromebooks for NEHS

The first time someone uses a Chromebook:

This only needs to be done **ONCE**. After that, all Chromebooks will work for that person.

On any computer, go to <https://password.lane.edu/> and reset your password.

You can use your old password as the “new password.” Once you have done this, you are now enrolled as a “Chromebook user.”

Log on to a Chromebook:

When you first turn on the Chromebook, the wireless log on screen will appear. Log in as you normally do.

Next a Chromebook log-in screen will appear. **Enter your full email name**, including the @4j.lane.edu. For example:

hochberg_m@4j.lane.edu

Enter your usual password and click on “Sign in”

Finding your Google Drive documents:

In the lower left corner of the screen is the “launcher icon.” Click on it, then click on “Google Drive.” All of your documents will be there.



Creating new documents:

You can create new documents either from the Google Drive or word processing documents from the icon on the shelf. (The shelf is the long box at the bottom of the screen)

Changes to the Shelf:

Over the new few weeks, there will be changes happening to the Shelf. More apps and shortcuts will be added.

Progress toward goals:

1. easily access information available on the internet
Students can go to any website that they normally do.
2. check grades and access our assignments in Synergy
Student Vue works in the Chrome browser.
3. create documents for class assignments that can be shared with the teacher and printed, if needed
Google docs can be shared. Two printers are set up to use with the Chromebooks: the new printer that came with the order (HP LJ M1536) and the nearby staff color printer.

4. create PowerPoints, possibly with groups members all accessing, that can be shown in class
Google Slides will be able to do this.

5. use other programs and apps available on the internet that we as teachers find appropriate for our classes

Be sure to check out the education apps here:

<https://www.google.com/intl/en/chrome/education/webstore/app-packs.html>

Let me know which free apps you would like installed on the Chromebooks. These four will be showing up on the Chromebooks soon:

Typing Club
Khan Academy
Pixl Editor
Deimos Graphing