STUDENT LAPTOP
USER INFORMATION

Laptop Care

<u>DISCLAIMER</u>: *The laptop that was used as the example in this document may be different than the laptop you were issued, but the process will stay the same.*
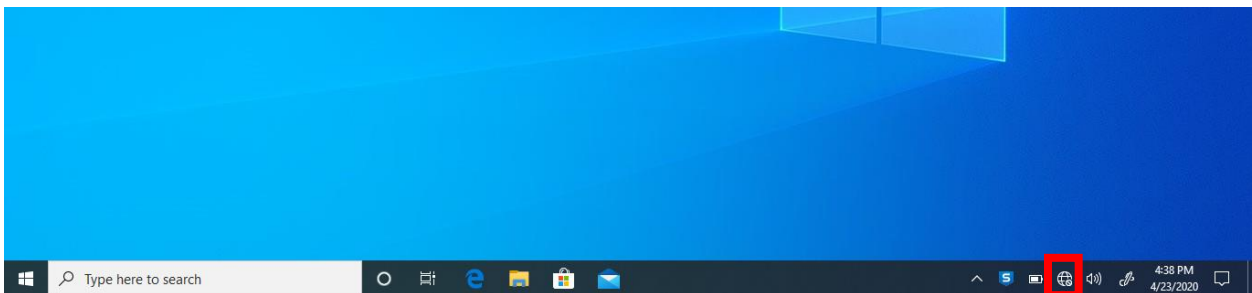
<u>CHARGING YOUR LAPTOP</u>

Set your laptop down on a flat surface. Using the school provided charger, locate the charging port on the left side of the laptop. It will be the first port on the left side. The port will either be a circle or rectangle depending on the model of laptop you received.
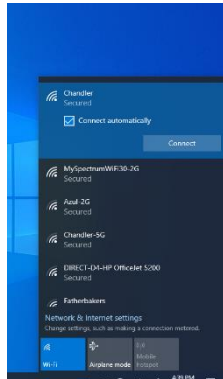

<u>CONNECTING TO WI-FI</u>

After powering on the laptop you were issued, please use the following steps to connect the laptop to your home Wi-Fi

1. From the user screen, please login with your provided password. Once logged in, you will be directed to the Windows desktop. From the desktop, please locate the globe icon on the bottom right of the task bar.

2. Once you click on this icon, a list of available Wi-Fi networks around you will appear. Select the Wi-Fi network that you use to connect to the internet. This will typically be the first Wi-Fi network since the signal will be the strongest. Click on that network and select connect.

3. Once you click on Connect, you will be prompted for the password to the network. Enter that password and then select Next.

4. You may be asked if you would like to share the device across the network, select no for this option.

5. Once you have clicked on no, the computer icon will change from the globe to antenna bars. This means that you have successfully connected the laptop to your home Wi-Fi network.

WIPING OFF LAPTOP
All student laptops were wiped off throughout every step of the setup process. If you need to/would like to wipe the laptop off while it is in your possession, a Lysol wipe will work just fine. Take the wipe and gently move it across the keyboard/touch pad area and then gently wipe the touch screen.