

Archbishop John Carroll High School

2017-18 School Year

Carry the Chromebook

- Always secure the Chromebook within the provided to avoid damages.

Screen Care

- Do not apply water, wet, or damp cloth to the screen.
- Do not apply excessive pressure to the screen.
- Clean the screen with a soft, clean cloth.

Battery Life and Charging

- Arrive to school each day with a fully charge battery. Establish a routine at home whereby each evening you leave you Chromebook charging overnight.
- Avoid using the charger in any situation where you or another is likely to trip over the cord.
- Don't let the battery completely drain. Immediately shutdown if you are unable to connected and unlocked Chromebook while at school. (See the *Standards for Proper Care* document for definitions of "attended", "unattended", and "locked.")

Personal Health and safety

- Read the safety warning included in the user guide.

Leaving Chromebook at School

- Students should bring their Chromebook home with them every night. If a Chromebook has been forgotten in class it will be securely stored by faculty members.
- If the student must leave the Chromebook at school the device must be left in a secured locker or storage area.