

## Chromebook Summer Care

Once again students in grades 1-12 will be bringing home their Chromebooks for summer. Please know that all District policies apply to Chromebooks during summer, and devices should be used for appropriate and approved sites.



Students in 6th grade who will be moving to Yorkville Middle School should keep their Chromebooks and bring them with them to 7th grade.

When not being used, create a 'home' for the computer and charger. Storing them in the same place means you will always know where they are located. Choose a location with these things in mind:

- Horizontal on a flat surface (not located where it will be stepped on, sat on, or knocked off)
- Away from any heat, direct sunlight, and water
- Not stored in a bag that could be thrown or packed too tightly
- Far from drinks or food

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If you are not planning to use your Chromebook over the summer, please follow these steps for long term storage:

1. Update the chromebook to the latest version.
2. Charge your chromebook to 80% or higher.
3. Hold Refresh  + Power  simultaneously for at least 3 seconds.
4. While holding these keys remove the power cable from the chromebook and then release the keys. The chromebook should shut down and remain off.
5. Attempt to power the chromebook using the power button and if it DOES NOT TURN ON then it is successfully in power saver mode.

Before storing your device, lightly spray a paper towel with window cleaner and wipe down the outside of the device. Store the chromebook with all the cords so as not to lose them, in a room that is not too warm or too cold.

When you are ready to use the chromebook again plug in the power adapter and the device will boot. \*Your Chromebook may take a little extra time to fully boot from long term storage\*

For help with your Chromebook during the summer, please email [support@y115.bosssdesk.io](mailto:support@y115.bosssdesk.io) with the following information:

- Student name & student ID
- Student grade
- Student's building
- Detail the issue you are having

Upon receipt of the request, an agent will be in contact with the next steps.

Happy Summer from the Technology Department