

# 10

## Chromebook Care Tips



### Handle it with care

Use two hands, don't carry by the screen, insert cables carefully, do not trace or write on the screen or open it flat, keep things off of the keyboard.

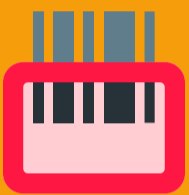
1



### Keep food and drinks away

Remember to clean your hands before you use your device.

2



### Do not remove any labels or barcodes that are already on your device.

Always make sure your name sticker is on your device

3



### Protect your Chromebook

Close it and put it away when not in use. Do not leave it on the floor. Do not leave it unattended.

4



### Charge your device each night

Keep your chargers at home. Chargers cost \$31 to replace. Keep your name on your charger.

5



### Always Keep your Chromebook case on.

Do not remove your case. \$25 fees are issued for Chromebooks returned without a case

6



### Expect to pay for intentional or careless damage

Missing keys & smashed screens are some of the things that must be paid for even if you did not do it.

7



### Do not share your device or your password.

Do not attempt to override the district filter.

8



### Take care of YOU too!

Be mindful of online activity. Use appropriate language and graphics, and kind, respectful communication.

9



### Report Missing

If your Chromebook is missing. Report it to your teacher or the library right away.

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