South Central Community Unit School District 401

South Central Middle School

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Frequently Asked Questions

Please review the **Electronic Device Handbook** for many of your questions. In case you have additional ones, here are some commonly asked questions!

How do I log into the Chromebook?

When the Chromebook is opened, click the power key (upper right hand corner of keyboard). The login box will appear. The student should sign in using their South Central email and password. Logging into the Chromebook this way also logs you into any Google features such as Gmail, Google Docs, Google sheets, etc.

Where can I access my students login credentials for the Chromebook and for each curriculum site?

Students should be sharing their usernames and passwords with you. Our teachers have all usernames and passwords on file. Contact the teacher that oversees the curriculum if you should have questions. ConnectED is the "bookshelf" for Language Arts, Literature, Math, and Social Studies-all have same username and password. Pearson (Science) and the Chromebook/Gmail will have separate passwords.

Where can I find my student ebooks/curriculum on the Chromebook?

www.pearsonrealize.com (Science)
www.connected.mcgraw-hill.com (Math, Social Studies, Language Arts and Literature)
www.studysync.com (Language Arts & Literature can also be accessed this way)
Helpful hint: Students bookmark these websites for easier access.. This is a one-time process-see below.

Can the ebooks be accessed offline?

Yes. The ebooks and materials can be accessed offline in the apps only when the students have downloaded the books/assignments prior to leaving school for the day. There are limited capabilities in the offline modes. Assignments must be submitted when they've returned to school or a location with internet access.

Are there apps to download for the curriculum?

Yes. "McGraw-Hill K-12 ConnectED" and "StudySync"
can be found in the Google web store. These are free to download to the Chromebook.

I need help with Pearson Realize

http://help.pearsoncmg.com/realize/student/en/Content/0_Welcome.htm

I need help with McGraw Hill

http://help.k12.mhedu.com/connected2/webhelp/student/c2j/ (Student Center overview)
https://catalog.mcgraw-hill.com/repository/protected_content/EBOOK/50001422/87/34/assets/Help.pdf
(navigation buttons)

How do I care for my Chromebook?

1. Clean the screen with a dry microfiber cloth. Never use liquids.
2. Carry the Chromebook by its handle.
3. Store Upright. (Especially in lockers-heavy books and objects will break the screen)
4. Never close things inside the Chromebook (pencils, papers, etc.)
5. Keep food and drinks away from Chromebook.

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6.   Leave charger at home and charge at night. Look for light to signal charging.
7.   Keep identification stickers on Chromebook and charger.
8.   Tell teacher right away if anything is broken.

More information in the Electronic Device Handbook

How do I bookmark a website?
With a website open that you'd like to bookmark (bookmarking means it can be easily accessed next time you open a web browser), click the star on the far right hand side of the URL bar. The white star will turn blue-this signals the bookmark has been created. Bookmarked websites can be accessed by clicking Ctrl+Shift+B to access bookmark bar. The bookmark bar appears at the top of the webpage underneath the URL bar. Once you've bookmarked a website, it appears in the bookmarks bar until you remove it!

What are the functions of the keys on the Chromebook keyboard?

Search your apps and the web

Go to the previous page in your browser history (F1)

Go to the next page in your browser history (F2)

Refresh your current page (F3)

Hide the tabs and launcher in full-screen Immersive mode (F4)

Show all windows in Overview mode (F5)

Dim the screen (F6)

Make the screen brighter (F7)

Mute (F8)

Lower the volume (F9)

Raise the volume (F10)

How do I take a screenshot?
Take a screenshot: Press **Ctrl** + [screenshot icon] (or **Ctrl** + **F5**)

Take a partial screenshot: Press **Ctrl** + **Shift** + [screenshot icon] (or **Ctrl** + **Shift** + **F5**), then click and drag

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How do I use the Chromebook touchpad?

Touch Pad

Click: Just press down on the lower half of the touchpad. Since tap-to-click is enabled by default, you can quickly tap the touchpad to click.

Right-click: Click the touchpad with two fingers.

Scroll: Place two fingers on the touchpad and move them up and down to scroll vertically, left and right to scroll horizontally.

Drag and drop: Click the item you want to move with one finger. With a second finger, move the item. Release both fingers to drop the item at its new location.