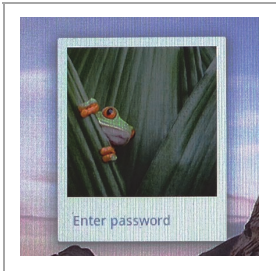


## North Hunterdon-Voorhees Chromebooks - Start Guide

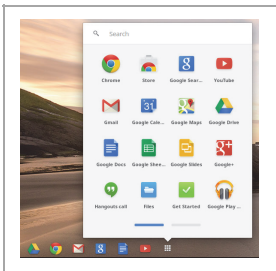
# The Basics




### Login to Your Chromebook



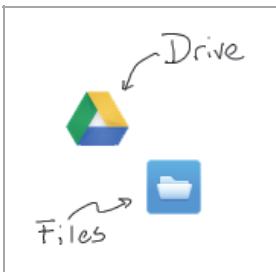
We have configured your Chromebook with your school account already. To login to your Chromebook, all you need is to do is enter your school password on the login screen.


### Finding Your Email & Other Apps




Once you login, you will notice some icons on the bottom of the screen. The Apps icon  will open the list of web apps installed in your Chromebook. The Gmail icon  will take you to your email. The Chrome icon  will take you to the Internet.

### Finding Your Files



With a Chromebook, you do most of your work on the cloud. Your school cloud storage is available thru the “Drive” app  which also lets you create documents in the cloud.

But you can also download files from websites (e.g. PDFs). Those files are stored inside your Chromebook and are available using the “Files” app. 

# Connectivity

### How to Connect to Wi-Fi at Home



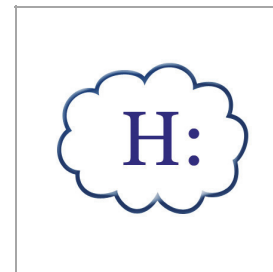
Next to the time at the bottom right of the screen is a wireless icon. Clicking on this icon brings a menu. You can connect to your home Wi-Fi by clicking on the wireless icon on that menu and choosing your home Wi-Fi name.

### How to Print



At home you will need to print using Google Cloud Print. Visit [google.com/cloudprint/](https://google.com/cloudprint/) for more info. At school, you can print from one of the PCs in the labs or via something called “PaperCut” (more information on PaperCut will be available later).

### Accessing Your H: Drive



If you need to access information from your school H: drive, you can visit the following URLs:

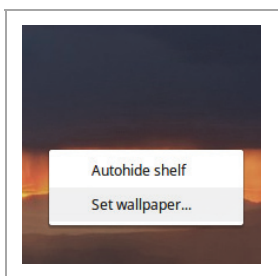
<https://webdav.nhvweb.net/nhGRADYEAR/USERNAME>

<https://webdav.nhvweb.net/vhGRADYEAR/USERNAME>

Replace GRADYEAR with your graduation year and USERNAME with your username

# Make it Your Own

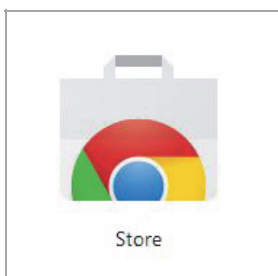
## Background & Profile Picture



You can right click on the Desktop to change the background image (aka Wallpaper).

You can change your profile picture under "Settings" (available by clicking on the bottom right corner of the screen)

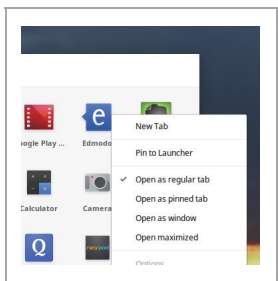
## Add More Apps and Extensions



You can add additional Apps and extension to your Chromebook using the "Chrome Store".

Remember this is a tool for your education, so focus on educational apps. And also remember there are no games allowed while in class.

## Pin Your Favorites



You can add your own icons on the bottom bar. Once you have downloaded an App, you can right click on its icon and choose "pin to launcher".

# Tips and Tricks

*Right-Click and Caps-Lock are a little different in your Chromebook.*

- To right-click, tap the trackpad with two fingers.
- To enable caps lock, press Alt+Search.
- To know what keyboard shortcuts are available, do Ctrl+Alt+?
- To scroll down and up, slide on the trackpad with two fingers.
- Drag a window to the left or right of the screen to snap it to that side (useful to see two things side by side).
- Press Ctrl+WindowSwitchButton to take a screenshot. You can then open it to edit it.

# Learning More & Getting Help

- Check the "Get Started" app to learn more about your Chromebook.
- If you have technical problems with you Chromebook or have questions about how to use it, bring it to the Technology Resource Center (open during lunch mods in the Cafeteria). Remember to bring your ID with you.
- If you need to store your Chromebook temporarily, bring it to the Technology Resource Center (open during lunch mods in the cafeteria).
- The Technology Resource Center also has a \*very\* limited amount of loaner Chromebooks and A/C adapters.