

School Chromebooks

Quick Guide: Connecting to School Dongle

Please note, Chromebooks can only be used via Wi-Fi.

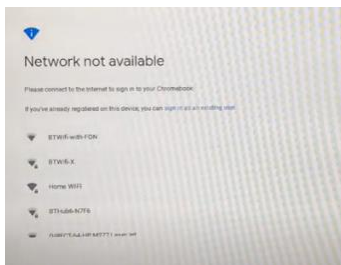
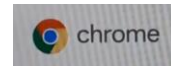
1. Inside the box will be a Chromebook and a Wi-Fi dongle which looks like this.



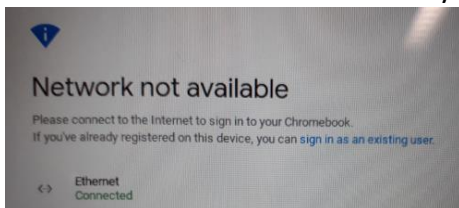
2. You will need to connect your dongle for Wi-Fi first. Remove the lid from the Chromebook and plug into the USB port on the side of the Chromebook.



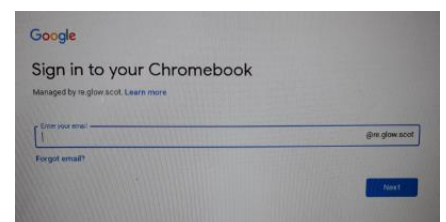
3. Open the Chromebook lid. This will automatically start the Chromebook.
4. You will see a screen like this when the Chromebook first starts up:



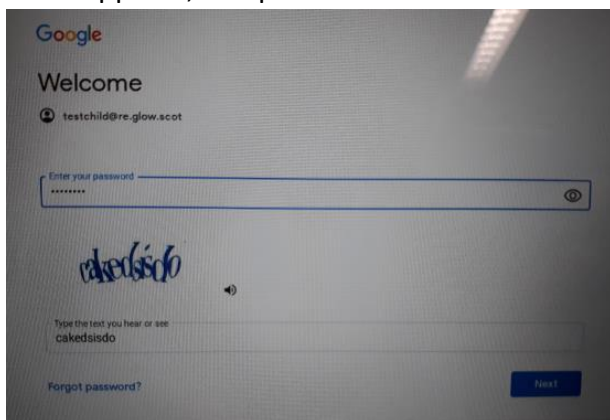
5. The Ethernet button should automatically connect to the Wi-Fi dongle:



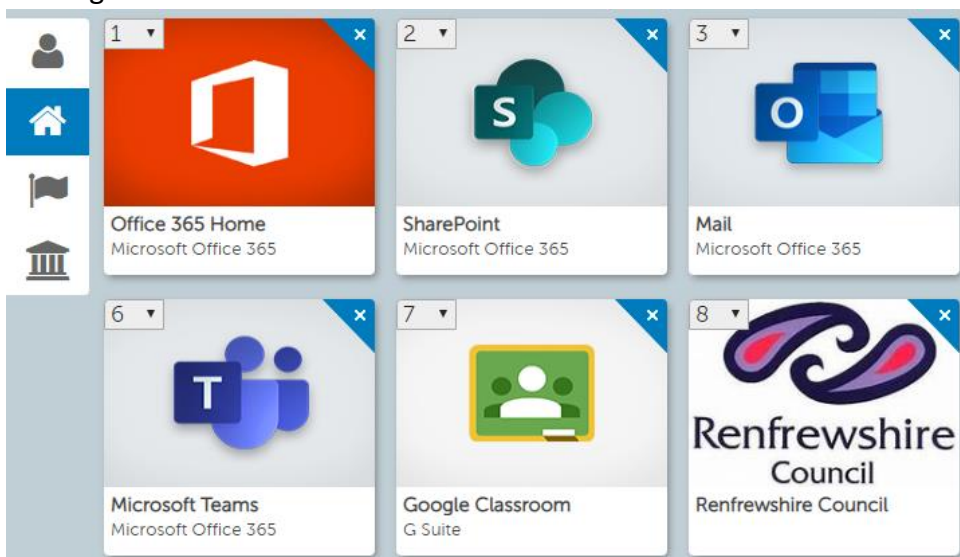
6. When connected, the Chromebook will bring up a log-in screen:



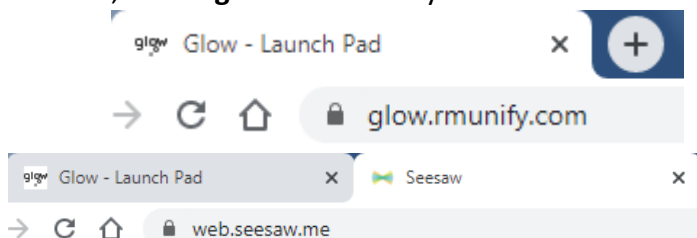
7. Sign-in with the **Glow username** provided by your teacher – it will start with **gw and a number**
8. You will then be prompted for your **Glow password**. Enter this and press **Next**. If you have forgotten your password, contact the school as your teacher needs to reset it.
9. If this screen appears, complete the random letters



10. If prompted, connect again to your home Wi-Fi (see step 3).
11. You should then be taken to the Glow Launch Pad where you should see a number of tiles, including Google Classroom and Microsoft Teams. These will be used by your teacher to provide online learning tasks.



12. If your teacher is providing work through other sites, such as the school website, Class Dojo, SeeSaw, etc. you will need to click on the **+ button** at the top of Chrome, **enter the website address**, then **sign in** if necessary:



13. You should now be able to access home learning resources.