WCS Chromebook Distribution and Support in On-Campus Learning for the 2020 - 2021 School Year

The following table provides specific guidance for Teachers and Parents for Chromebook distribution and Chromebook support when On-Campus.

Chromebook Distribution	 For On-Campus learning, Chromebooks will be distributed to students in the same manner that textbooks are distributed.
	- Follet tags will be scanned and assigned to the student.
	- The Acceptable Use and Internet Safety Agreement must be signed, as well as the Authorization for Distribution of District Digital Devices to Students acknowledged, prior to issuing the Chromebooks. Both these documents can be found in Skyward by the parent prior to issuing the Chromebook.
Chromebook Support (On Campus)	- For On-Campus learning, if a student experiences a problem with their Chromebook, they can take it to the media center for a quick fix by the IT Tech if available, or it will be replaced with the proper assignment made in the Follet system.
Chromebook Cleaning	 Chromebooks may be cleaned only with a moist microfiber cloth with a mixture of 70% isopropyl alcohol / 30% water. The cloth should be damp, but not dripping wet. Excess moisture should be removed if the cloth is wet before wiping the product. Using any material other than a microfiber cloth could cause damage to your product. <u>Detailed cleaning instructions provided by Dell</u>.