

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

The following table provides specific guidance for Teachers and Parents for Chromebook distribution and Chromebook support when in Remote learning.

Chromebook Distribution	<ul style="list-style-type: none">- For Remote learning, each school will schedule times when Parents/Guardians/Students can come by and be issued a Chromebook no later than the first week of school.- Distribution process will be done differently at each campus but will require Follet tags to be scanned and assigned to the student in the same manner that textbooks are distributed.- The <i>Acceptable Use and Internet Safety Agreement</i> must be signed, as well as the <i>Authorization for Distribution of District Digital Devices to Students</i> acknowledged, prior to issuing the Chromebooks. Both these documents can be found in Skyward.
Chromebook Support (Remote Learning)	<ul style="list-style-type: none">- The Technology Department will maintain a student help desk system via e-mail and telephone to assist with any problems.- Help Desk contact procedures will be distributed with the Chromebooks.
Chromebook Cleaning	<ul style="list-style-type: none">- 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.- Detailed cleaning instructions provided by Dell.
Internet access (Remote Learning)	<ul style="list-style-type: none">- If internet access is not available at the student's home, the teacher can discuss it with the school administration to identify potential solutions to include issuing a WCS mobile hotspot to the student/family.