



## Student Chromebook Dos and Don'ts

### Do:

- Be RESPONSIBLE with these devices
- Carry the Chromebook with 2 hands
- Close the Chromebook before carrying it
- Walk slowly and carefully when carrying the Chromebook
- Place the Chromebook securely on the desk- not hanging over the edge of the desk or on a crack between two desks
- Make sure your hands are clean and dry before using the Chromebook
- Ask your teacher for permission before printing
- Carefully return Chromebook to the appropriate slot in the cart when finished
- Notify your teacher immediately if there is a problem with the Chromebook, or you will be held responsible
- Save your document in your student Google Drive (RVbears account)
- Take turns if you are with a partner (Only one person should have their hands on the keyboard at a time)
- Correctly shut down the Chromebook when finished **(LOG OUT)**
- Follow the River View Local Schools computer usage procedures when using the Chromebooks

### Don't:

- Don't touch the screen with your hand or any other object (If the screen needs to be cleaned, contact your teacher)
- Don't place your pencil or any other object on or around the keyboard
- Don't lift the Chromebook by the monitor
- Don't use the Chromebook near liquids (this includes lotions, hand sanitizers, and other such substances)
- Don't eat or drink while using the Chromebook or in the vicinity of the Chromebook
- Don't print without permission
- Don't change the settings on the computer
- Don't remove or put away Chromebook in the cart without teacher's consent
- Don't leave your seat with the Chromebook, other than to pick it up or put it away.