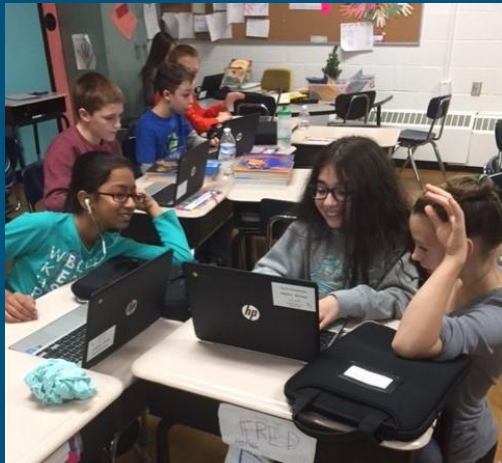




North Elementary Chromebook Night

January, 2017



MCS Chromebook Agreement

Ownership

Student Responsibilities

Digital Citizenship

Disciplinary Actions

Insurance



Violation	Behavior requiring Discipline	Possible Consequences & Teacher Guidelines
Student is on website, email, or any other computer activity that is not part of classroom instruction	Student is off-task, not following directions.	Teacher discretion
Student is emailing, instant messaging, chatting, or engaging in any other electronic communication during instruction.	Student is off-task, equivalent to passing notes.	Teacher discretion
Student sends intimidating or threatening email, instant message or any other type of electronic communication to another student.	Cyber-bullying	<p>First Offense: Immediate SR Teacher to inform Counselor Phone call home Teacher to print or email copy of message to Principal & TIS</p> <p>Second Offense: Repeat all above Loss of Chromebook for a period determined by admin, TIS, and classroom teacher.</p>

<p>Student uses another student or teacher's username/password combination to log on to Chromebook, 365 email, etc.</p>	<p>Breach of confidentiality Cheating/Copying</p>	<p>First Offense: Immediate SR Teacher/Student to inform TIS to change password Second Offense: Loss of Chromebook for a period determined by admin, TIS, and classroom teacher</p>
<p>Student shares or copies electronic files so student can pass off work as their own</p>	<p>Cheating</p>	<p>Teacher discretion</p>
<p>Student looks at or displays inappropriate image as background, profile picture</p>	<p>Off-task Purposely eliciting misbehavior of others Viewing inappropriate/obscene material</p>	<p>First Offense: Immediate SR Teacher/Student to inform parent Second Offense: Loss of Chromebook for a period determined by admin, TIS, and classroom teacher Teacher/Student to inform parent</p>
<p>Student defaces Chromebook in any manner including adding stickers, peeling MCS label, changing keyboard layout, etc.</p>	<p>Vandalism</p>	<p>Immediate SR Additional consequences, depending on severity</p>
<p>Student places Chromebook in</p>	<p>Lack of Responsibility</p>	<p>Immediate SR</p>

<p>Student places Chromebook in compromising situation (i.e. on an unsteady surface, edge of chair, or in backpack unprotected)</p>	<p>Lack of Responsibility</p>	<p>Immediate SR</p>
<p>Student purposely damages Chromebook to avoid school work.</p>		<p>Teacher/Admin conference with student and parent. Teacher must complete Technology Work Order documenting incident. Loss of Chromebook until CB can be repaired</p>
<p>Student does not bring Chromebook to school.</p>	<p>Lack of Responsibility</p>	<p>Immediate SR Teacher needs to document occurrences. 3rd time, Admin/TIS to contact parent Follow up with C. Urban as necessary</p>

North Chromebook STARS

- ☆ **S**how Responsibility
- ☆ **T**reat your Chromebook with Respect
- ☆ **A**ppropriate Sites, Games, Apps, and Extensions
- ☆ **R**emember it's a PRIVILEGE
- ☆ **S**afe & **S**ecure



Tips & Tricks

2 fingers to scroll

2 finger tap to right click

Or alt 1 finger



Drag and Drop:

Two fingers (hold one down and move the other)

Short cuts:

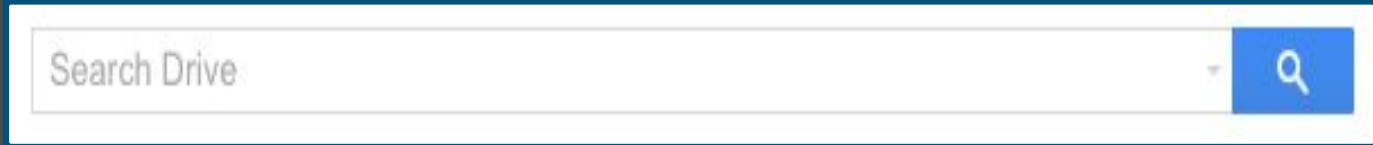
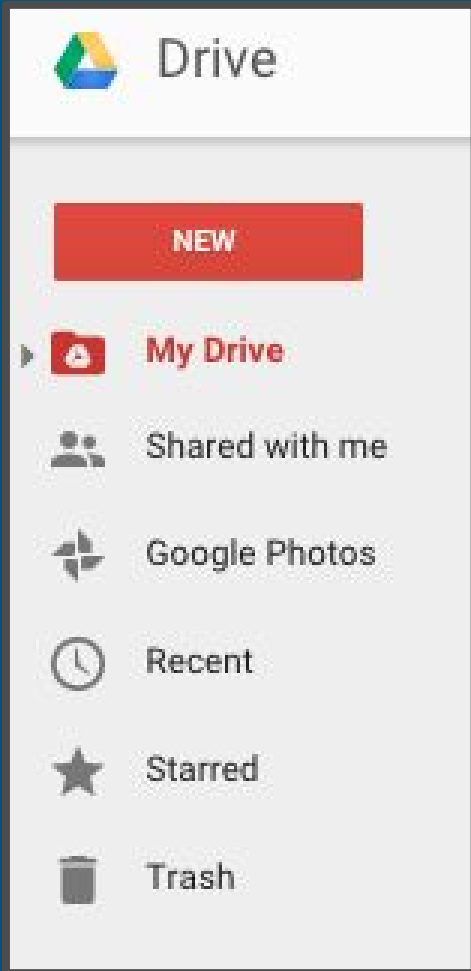
i. Link: <https://support.google.com/chromebook/answer/183101?hl=en>

ii. Display keyboard shortcuts on screen: Ctrl + alt + ?

Google Drive

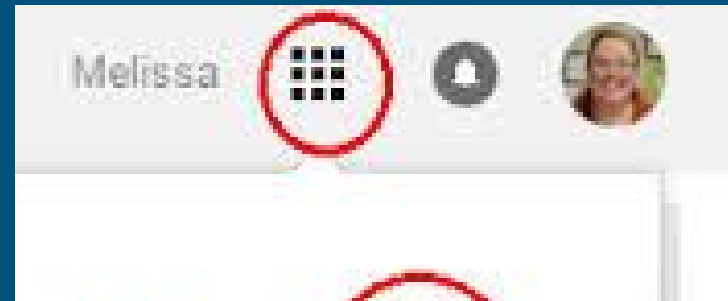


- Every student has a district-provided Google account
- Google Drive stores all work created on the chromebook, which can include documents, presentations, spreadsheets, and more.
- Students can also log in to their Google account from any device.



Students use the left navigation menu and the search bar at the top of the page to easily access, organize, and manage their work.

Hint: To find your drive, click on the waffle



Drive Tid-Bits

- Google Drive can be accessed from any device through the app or a browser
- Google Drive auto-saves documents every few seconds
- Google Drive can be used offline. It will sync the next time the device has wifi access
- Students share documents with one another and with staff to promote collaboration and continuous improvement

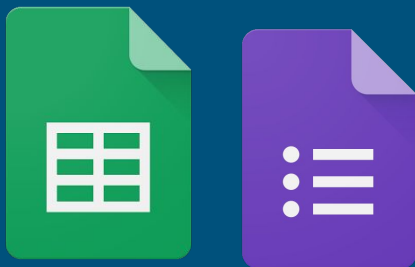
GOOGLE APPS FOR EDUCATION

GOOGLE DOCS



Collaborative and versatile word processing platform!

GOOGLE SHEETS + FORMS



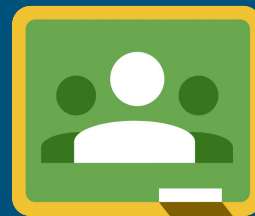
Use to save, share, and analyze data; create surveys, feedback forms, and more!

GOOGLE SLIDES



Create stunning presentations and easily add text, images, video, and more! Collaborate with ease!

GOOGLE CLASSROOM

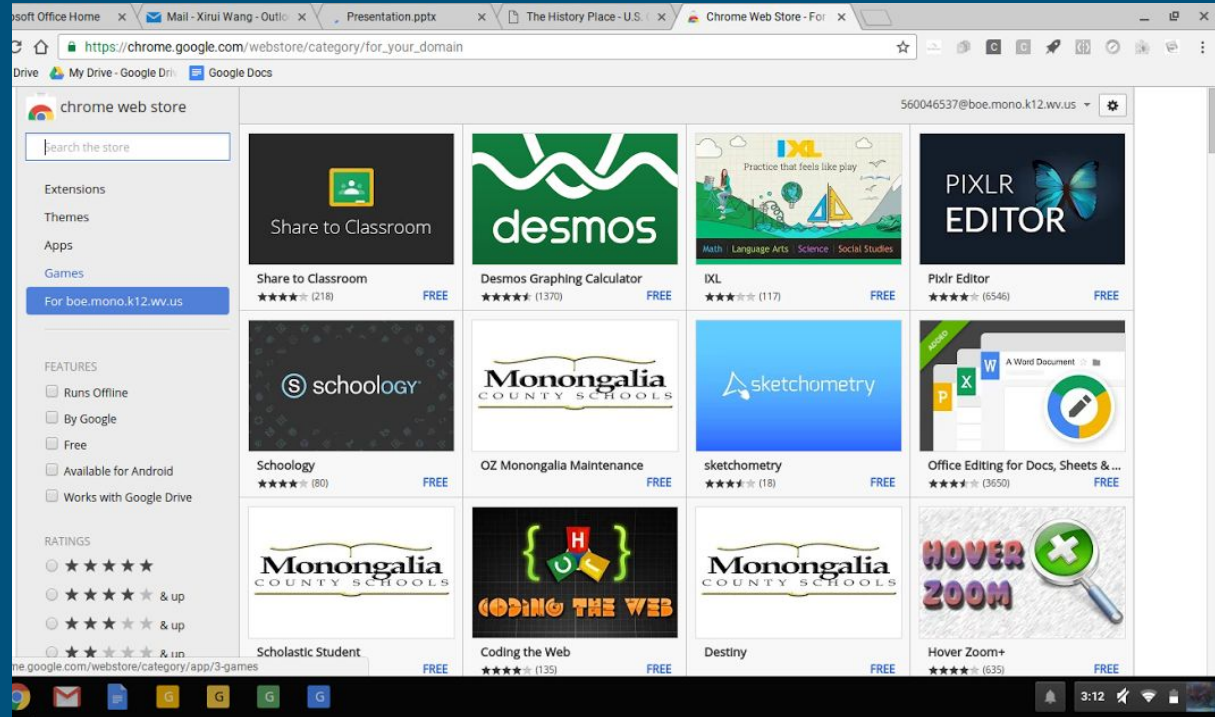


Sharing assignments and class resources has never been easier! Transform your digital workflow!

Chrome Store

Students can only pull apps from the boe.mono.k12.wv.us app store

Students should follow teacher directives when installing apps, extensions, or add-ons.

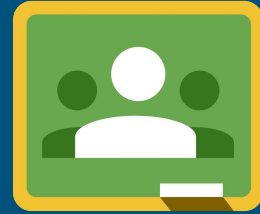
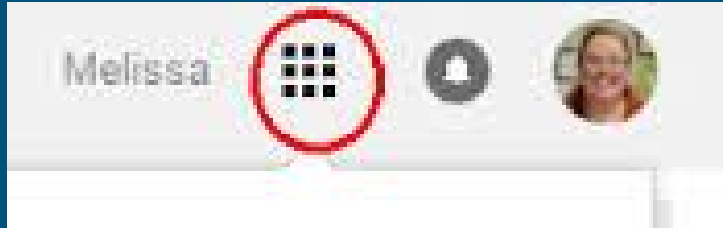


ACCESS FROM ANYWHERE

On any device or
browser, go to:
www.drive.google.com

Username:
student#@boe.mono.k12.wv.us

TIME TO EXPLORE



Select Student
Click on JOIN



5v3u9uo