Tech *to* GO

NORTH LAS VEGAS LIBRARY DISTRICT

GETTING STARTED

1. Power on the Chromebook ⏻
2. Click *Get Started*
3. You will be prompted to select a Wi-Fi network to connect to; select your network from the list
4. Review policies, and click *Accept and Continue* to begin

To manually connect to a Wi-Fi network after beginning a session:

- Click on the clock in the lower right corner
- Select *Not Connected* ⚹
- Make sure Wi-Fi is enabled (turned on)
- Your Chromebook will automatically look for available networks and show them to you in a list; select your network from the list

LOGGING IN

Select who is using the Chromebook -- adult or child -- then click *Next*

Log in using your existing Gmail account

- Only log in once for the loan period
- All bookmarks and personal settings will be loaded
- Chromebooks are Powerwashed upon return to clear all personal data! Users can choose to Powerwash before returning -- see Powerwash

OR

Create a Google account:

- Select *More options*
- Click *Create Account*
- Follow on-screen instructions

OR

Browse as a guest

- Guests will not have access to Google Drive for Google Docs, Sheets or Slides

FILTERING

NLVLD Chromebooks are primarily intended for educational purposes, therefore they are filtered. *If you experience any issues connecting to a legitimate website, please contact the library so that we can reset the filtering software.*

Alexander Library | 702.633.2880
Aliante Library | 702.839.2980
City Hall Library | 702.633.1070

SAVING WORK

- Patrons may save work to a flash drive or their personal Google Drive only.
- All files saved on the computer will be deleted when the device is returned. **Those files are not retrievable!**

POWERWASH

Security of your personal information is very important. The library will Powerwash (erase all data) on devices returned to the library before they can be checked out again. Users may choose to Powerwash the device before returning it:

- Sign out (click the clock, lower right corner & click *Exit*)
- **Press and hold the Ctrl + Alt + shift + r**
- Select *Restart*
- Select *Powerwash*
- Select *Continue*

RETURNING CHROMEBOOKS

- Chromebooks must be returned to the branch where it was checked out.
- Please return to a staff member. Do not put the device in the book drop!
- Chromebooks will be disabled when 3 days overdue & billed to your library account.

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LIBRARY
DISTRICT

FAQs

How do I get started or how do I log in?
Log in using a Gmail account, guest login or create a Google account.

How do I get a Google Account?
Go to **www.google.com** and click on *Create Your Google Account.*

Can I access the internet?
Yes; however, you will need to log onto a public or personal Wi-Fi network to access the internet.

Can I download apps?
Yes, users may download additional apps from the Google Play Store. *(Some apps may not download due to security settings.)*

Can I save my work to the Chromebook?
Personal files and downloaded apps will not be saved. Users can save work to a flash drive or Google Drive.

Does the Chromebook have a camera; can I participate in Zoom or video calls?
Yes, the Chromebook has a built-in webcam. Users may participate in video calls or meetings.

Can I use headphones with the Chromebook?
Yes, the Chromebook is equipped with a combination headphone/microphone jack (headphones not included).

Does the Chromebook have a CD/DVD player?
Chromebooks do not have a CD/DVD drive.

How long can I use the Chromebook without power?
Chromebooks have up to 12 hours of battery life depending on what you are doing. Video meetings use more battery life.

Can I print from a Chromebook?
Yes, mobile printing is available from all library branches. Follow the instructions on our website at **nlvld.org**. Prints are $0.10 per page and in black and white only.

Can Chromebooks be returned to the book drop?
No, to assure the device is not damaged, the Chromebook must be returned inside at the branch where it was borrowed and given to a staff member.