



CHROMEBOOK REMINDERS

Students should . . .

- **Charge their Chromebook every night.**
- **Bring their device to school every day.**
- **Save all files to their Google drive.**
- **Sign out AND shut down at least once a week for updates.
(This is a two-step process.)**

Students should NOT . . .

- **Trade their Chromebook with a friend.**
- **Cover their device with stickers.**
- **Remove the HCDE asset tag.**
- **Cause intentional damage such as graffiti, scratching designs,
or removing keys.**