Initial Setup Guide to Chromebook

Here are the step-by-step instructions for starting, setting up, and signing up for basic apps on a Chromebook:

1. **Initial Chromebook Setup**:

   Step 1: Turn on your Chromebook.
   Step 2: Choose your language, accessibility settings, and network in the first screen that appears.

2. **Signing into your Google Account**:

   Step 1: You'll be asked to sign in to your Google Account. Enter your email or phone number associated with the Google Account.
   Step 2: Enter your password and click 'Next'.
   Step 3: Review and accept all those Terms of Service and Privacy Policy to which you agree to proceed.

3. **Setting up Chrome Sync** *(optional)*:

   Step 1: After logging in, you can choose to turn on Chrome Sync, which syncs your bookmarks, history, passwords, and other settings across all your devices where you're signed into Chrome.
   Step 2: Click 'Yes, I'm in' to turn on Chrome Sync or 'No thanks' to skip.

4. **Setting Up Google Assistant** *(optional)*:

   Step 1: Click on the switch to enable Google Assistant.
   Step 2: Decide if you want the Assistant to respond to "OK Google" or "Hey Google". If you do, click on the switch next to "Access with Voice Match" and follow the instructions to set up Voice Match.
   Now, you've activated Google Assistant. You can say "Hey Google" followed by a command, and Google Assistant will help you out.

5. **Chromebook Tour** *(optional)*:

   Step 1: For first-time users, the Chromebook offers a tour of its features. You can choose to take the tour or skip.

6. **Setting Up Google Play Store:**

   Step 1: Click on the 'Launcher' button in the bottom-left corner of the screen, then click on the 'Play Store' icon.
   Step 2: Google Play Store Terms of Service will appear. Review and click 'Accept' to proceed.
   Step 3: Now, you can search for apps in the Play Store and install them on your Chromebook.

7. **Setting Up Gmail:**

   Step 1: Click on the 'Launcher' button, then click on the 'Gmail' icon.
   Step 2: If you're not already signed in, enter your Gmail email address and password.
   Step 3: Review and accept the Terms of Service and Privacy Policy.
   Step 4: You're now ready to send and receive emails with Gmail.

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8. **Using the Chrome Browser:**

Step 1: Click on the 'Launcher' button, then click on the 'Chrome' icon.
Step 2: In the address bar, enter a URL or search term to browse the internet.
Step 3: Use the controls at the top of the browser to navigate pages, bookmark sites, and manage tabs.
Step 4: Type https://marylandersonline.umd.edu/ in the address bar, then click on the star icon at the right end of the address bar. This will add our website to your bookmarks.

9. **Accessing Settings:**

Step 1: Click on the 'Launcher' button, then click on the 'Settings' icon.

a. Setting up Wi-Fi & Internet Connection:

Step 1: Open the Settings app.
Step 2: At the top, you'll find "Network".
Step 3: Click on "Add Connection", click on "Add Network".
Step 4: A dropdown list of available networks will appear. Choose your Wi-Fi network and enter the password.

b. Pairing a Bluetooth Device:

Step 1: In the Settings app, find "Bluetooth".
Step 2: At the top, you'll find "Network".
Step 3: Click on the toggle to activate Bluetooth.
Step 4: Click on "Add Bluetooth device" to initiate pairing with a new device.

c. Adjusting Display Settings:

Step 1: Open Settings and click on "Display settings".
Step 2: You can now adjust your screen orientation or activate the night light feature.

d. Customizing Keyboard Settings:

Step 1: In the Settings app, scroll until you find "Device", then click on "Keyboard".
Step 2: You can now customize the functions of different keys.

e. Adjusting Sound Settings:

Step 1: In the Settings app under "Device", click on "Audio".
Step 2: Here, you can adjust your volume levels, choose input and output devices.

f. Setting Privacy and Security Options:

Step 1: In the Settings app, Scroll until you find "Privacy and security".
Step 2: Here, you can manage your browsing data, passwords, payment methods, and other privacy and security settings.

g. Adjusting Advanced Settings:

Step 1: Scroll to the bottom of the Settings app and click on "Advanced".
Step 2: Here, you can adjust more settings, including date & time, language, printing, resetting settings, and more.

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