INTRODUCTION TO CHROMEBOOK

Keys & Description
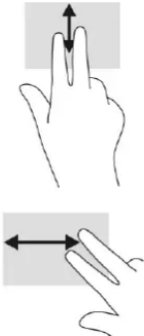
Key	Function	Description
←	Back	Move to previous page in browser history
→	Forward	The next page in your browser history
↻	Reload	Reload current page
⛶	Full screen	Open page in full-screen mode
◻❘❘	Display apps	Display open apps
✸	Brightness down	Lower brightness
✹	Brightness up	Increase brightness
🔇	Mute	Microphone off and on
🔉	Volume down	Turn sound down
🔊	Volume up	Turn sound up

Touchpad

The touchpad helps you move your pointer on the computer screen using touch gestures, so you don't have to use a mouse.

Visual	*Function*	*Description*
	Touchpad	The touchpad is the large square located under the keys. It responds to touch to move your pointer on your screen.
	Touch	Use one or two fingers to move your pointer by using the touchpad.
	Tap	Use the tap or double-tap gesture to select or open an item on the screen.
	Scrolling	Place two fingers slightly apart on the touchpad, and then drag them up and down to scroll vertically or left and right to move horizontally.

Battery

1   Connect the AC adapter (also called a charger) on the right or left side of the computer to charge the battery.

2   Check to see if your computer is charging indicated by a light on the right side of your computer (more info below).

3   Keep the AC adapter connected until the light turns white when it is fully charged.

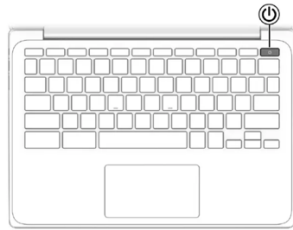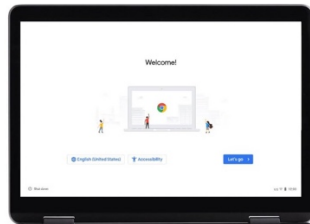| *Visual*	*Status*	*Description*
	White	The AC adapter is connected, and the battery is fully charged
	Amber	The AC adapter is connected, and the battery is charging
	Off	The computer is not charging

Chromebook Set Up

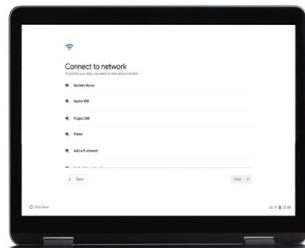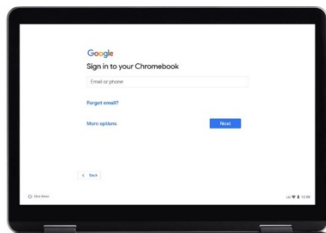|		
1		Press the power button to turn your computer on. If it does not turn on, you may need to charge the battery.
2		Click "Let's go."
3		Choose your wi-fi network and enter the password. If you need to know how to connect to wi-fi see the Table of Contents for more information.
4		Accept the terms of service.
5		Create or sign into a Gmail account if you have a Gmail email address or phone number. If you do not have a Gmail account, click on "More options" and then "Create new account." If you need to create a Gmail account, see the fact sheet titled, "Create a Gmail Account."