

Chromebook Care

- 01** Keep your Chromebook on a flat surface.
- 02** Don't pile things on your Chromebook, as this can crack the screen.
- 03** Make sure there isn't anything on your keyboard when you close it.
- 04** Keep food and drinks away from your Chromebook and make sure your hands are clean when you use your device.
- 05** Make sure your Chromebook is closed when you carry it. Use two hands and never lift it by the screen.
- 06** Plug your Chromebook in for charging when it is not in use.
- 07** Keep your Chromebook in your bag when transporting it.
- 08** Don't peel stickers off your Chromebook and don't add stickers.
- 09** Be gentle when pressing keys, touching the screen, or if using a stylus.
- 10** Don't use your Chromebook to charge other devices like phones.
- 11** Keep your Chromebook out of extreme sunlight, heat and extreme cold.
- 12** Clean your Chromebook screen with a microfiber cloth and do not use any liquids.
- 13** Don't lend your Chromebook to friends or family members where it will be out of sight.
- 14** If your Chromebook is broken, notify the MPS Technology Support Center right away.

Contact the MPS Technology Support Center at tsc@milwaukee.k12.wi.us for technical issues such as: cracked screens, inability to connect to Wi-Fi, login issues, and settings issues that you cannot fix. Please include the student ID number, school name, contact phone number, and the issue with the device in the email request.

