

## YOUR LENOVO 300E

### Chrome OS with G Suite and Office 365

Organize all your assignment and project files using G Suite productivity tools and Office 365 for Education.

### 360-degree hinge

Laptop, tablet, tent, or stand – the 360-degree folding Lenovo 300E lets you get your school assignments done the way you want.

### Multi-touch technology

Tired of using just a mouse and keyboard? Use your fingers - all ten of them at the same time if you want! Want to use a stylus? Use any No. 2 pencil to tap and ink on your screen.

### Long battery life

Get up to 10 hours of battery on a single charge. When you are low on power, just plug in the included USB-C cable.

### Wireless

Your Chromebook will automatically connect to the LCPS wireless network. Ask your parents before connecting your Chromebook to your home network.



USING TECHNOLOGY ALLOWS  
STUDENTS TO IMPROVE THE QUALITY  
AND AMPLIFY THE IMPACT OF THEIR  
WORK.

LOUDOUN COUNTY PUBLIC SCHOOLS  
FOR MORE INFORMATION PLEASE VISIT  
[BLOGS.LCPS.ORG/STUDENTTECH](https://blogs.lcps.org/studenttech)

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YOUR LCPS  
**STUDENT**  
CHROMEBOOK



## WHY AM I GETTING IT?



To become a knowledgeable and creative critical thinker, collaborator, communicator and contributor in our world, you need to be connected to the tools, resources, and information that you need to support your learning.

LCPS is starting the first phase of a three-year process to provide students in grades 3-12 with an individual learning device. By the 2020-2021 school year, all students in grades 3-12 will have anytime access to the tools they need to make meaningful contributions to the world.

## USING YOUR NEW CHROMEBOOK

### Logging In

Just use your LCPS login (studentID@lcps.org) and password.

### Storing Files

Save files to the cloud with your Google Drive or Office 365 OneDrive. Your Chromebook also has 32GB of local storage.

### Offline Work

Internet isn't available? No problem. Many files, like Google Docs, Sheets, and Slides, can be edited offline.

### Installing Apps

Your Chromebook will come with many apps preloaded. Additional approved apps and extensions can be added using the LCPS Web Store.

### Printing

You can print from your Chromebook while you are at school. Specific printers that will be available for students will be determined by your school.



## QUESTIONS?

### Can I take my device home?

Yes! LCPS supports the use of your device at home to learn beyond the classroom. You will return your device at the end of the school year. Make sure you and a parent or guardian sign your Device Usage Agreement Form.

### What happens if I forget my device?

You should bring your fully-charged device to school each day, but your school may have loaners for single-day use if you leave yours at home.

### What if my device stops working, breaks, or is lost?

Report any broken or lost devices to your teacher and they will help you report your problem. You will be issued a loaner device while your Chromebook is repaired.

### Can I charge my Chromebook at school?

Your device will last up to 10 hours on a single charge. You should charge your Chromebook every night. If you forget, your school will have some spare chargers.

### Is my device filtered outside of school?

Your Chromebook content passes through the LCPS content filtering and monitoring tools, whether your device is used at school, at home, or on a public Wi-fi network.

