



Top Ten Chromebook Rights and Responsibilities

TMS 2018-2019

Top Ten Chromebook Rights and Responsibilities:

1

Your chromebook is issued for school-related activities. You should use your chromebook **ONLY** for teacher/school approved educational activities.

Games, videos, streaming music, etc... should be done on your personal devices at home.

You should wait for instruction from your teacher before starting your device during class.

Top Ten Chromebook Rights and Responsibilities:

2

BOTH your device and your account are the property of FCPS. FCPS employees (teachers, administrators, FCPS technology department) can monitor your account and access your history any time and for any reason. Your FCPS device and account are NOT private.

(IF you bring your own device to school, your FCPS assigned account is still not private.)

Top Ten Chromebook Rights and Responsibilities:

3

You should always use your online account in a respectful and appropriate manner considering the rights and feelings of others. Nothing you post should infringe upon the privacy of yourself or others.

Therefore - no photos or videos may be taken or posted from FCPS accounts or from FCPS locations unless directed by a teacher for an educational purpose. This includes at lunch, on the bus, on field trips, etc...

Top Ten Chromebook Rights and Responsibilities:

4

Your chromebook should be brought to school **EVERY DAY** and should be fully charged and ready to go.

Please bring your charger to school every day in case you should lose battery power during the day. Be sure to ask your teachers' permission to charge your device during class.

Top Ten Chromebook Rights and Responsibilities:

5

YOU are responsible for your chromebook at all times. Be sure to keep it in safe locations. When you store it in your locker, be sure to have a lock on it. Don't leave it unattended in the hallway, classrooms, etc... If someone asks you to carry or care for their chromebook, politely decline!

Keep your hands away from other people's devices. Respect their property as they respect yours.




Top Ten Chromebook Rights and Responsibilities:

6

Students must respect and never attempt to disable or circumvent the filtering or other technology settings implemented by FCPS.

Attempts at “hacking” or otherwise vandalizing the digital structure of FCPS devices and accounts will be treated very seriously.



Top Ten Chromebook Rights and Responsibilities:

7 NEW PROCEDURE THIS YEAR

Report any damage to your device as soon as possible. This year there will be a google form you will use to report damage. This form will be available from a link on the TMS web page or Mrs. Shesman's media center page. Fill out the form and Mrs. Tibbs will contact you to repair your device as soon as she is available.

Thurmont Middle School Media Center

Events and News

Chromebook Information

Summer Reading

Media Center Photos

Maryland Black Eyed Susan Program

Books and Reading

Citing Sources

LS2 PAC

Click Here to Search the Catalog

Media Center Daily Sign In

TMS Media Center Page



Chromebook Help Request



Click here to see the Help Request Form.

Top Ten Chromebook Rights and Responsibilities:

8

Remember that your chromebook case is on loan to you and should stay free from any drawings, stickers, or other personal decoration.

The LABEL on your chromebook case must stay in the pocket so it is visible to TMS teachers, administration and staff. The label should also be kept clean and free from drawing or other personal decoration.

Top Ten Chromebook Rights and Responsibilities:

9

All FCPS labels - serial numbers, property accountability labels, barcodes, etc... contain very important tracking information and must be maintained on the device.

Please leave all FCPS labels on your device.

Top Ten Chromebook Rights and Responsibilities:

10

You and your parents/guardians signed an acceptable use agreement before you were assigned an FCPS chromebook. Please follow all of these regulations faithfully.

Failure to comply with these regulations can result in removal of your FCPS device either temporarily or permanently depending on the severity of the infraction.



Top Ten Chromebook Care and Maintenance Tips

TMS 2018-2019



Top Ten Chromebook Care and Maintenance Tips:

1

Your chromebook must stay in its case at all times.

The case helps to protect the device from harm - but it is not perfect! Even though the chromebook is in a protective case, it still shouldn't be tossed, thrown, or dropped. Always treat your device gently to avoid damage.

Top Ten Chromebook Care and Maintenance Tips:

2

Be sure to close and zip your chromebook case before carrying it anywhere.

It is not safe to carry chromebooks open. But if you do choose to carry it while open - be sure to use 2 hands.

When carrying your chromebook - please WALK to your location without swinging the case by the handle.

Top Ten Chromebook Care and Maintenance Tips:

3 VERY IMPORTANT!

Please do not put your chromebook in your backpack.

Many of the most seriously damaged chromebooks last year were broken because the weight of books in the backpack put pressure on the device screen.

Likewise, please keep heavy objects off your chromebook case.

Your chromebook case has a shoulder strap and a handle. It is safer to carry your chromebook separately from your backpack with either of these.



Top Ten Chromebook Care and Maintenance Tips:

4

Please keep all papers and other materials OUT of your chromebook case. Putting papers in the case with the device can cause it to overheat.

You MAY put personal items in the small pocket on the case along with your charger.

Top Ten Chromebook Care and Maintenance Tips:

5

Please type gently. We had many keys fall off last year - sometimes due to aggressive typing.

Since you will not be playing games on your device, no keys should be damaged by repeated, rapid clicking.

Both the keys and the touchpad require a very light touch. Remember - it is a “touch” pad - not a “smash” pad!

Top Ten Chromebook Care and Maintenance Tips:

6

At home - keep chromebooks safe from little siblings, pets, food, etc...

Several chromebooks and chargers were damaged last year from falling off tables, being stepped on, being chewed by dogs, and other home dangers.

It is recommended that you find a safe place to store your chromebook while it is at home.

Top Ten Chromebook Care and Maintenance Tips:

7

Please keep your chromebook and its case clean. There is a chromebook cleaning station in the media center and your Gateway teacher has a cleaning and repair kit.

If you do not know how to clean your device properly, please watch the video available on the TMS and Mrs. Shesman's web sites.

Use clean hands when typing on your device.

Top Ten Chromebook Care and Maintenance Tips:

8

Periodically check the screws on the bottom of your chromebook. Especially on older chromebooks, the screws can come loose and even fall out. This can lead to the hinges separating and the chromebook being damaged.

It is very simple to tighten the screws. Just come to the media center if you have missing screws or use your Gateway teachers' repair kit to tighten them. Please don't "overtighten" the screws.

Top Ten Chromebook Care and Maintenance Tips:

9

If you misplace your chromebook and you notice right away - retrace your steps to see if you can find it.

If you don't notice until later - stop by the front office to see if anyone has turned it in.

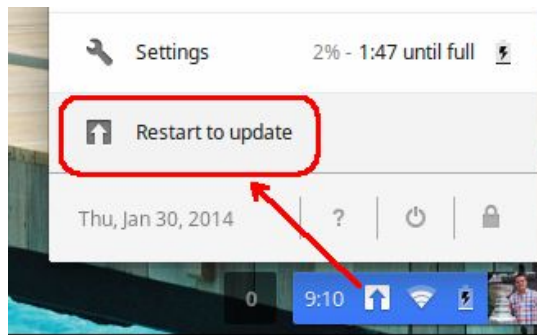
Report any lost chromebook to Mrs. Tibbs or Mrs. Shesman immediately so that we can use our remote search function to find out who is logged onto it.

Top Ten Chromebook Care and Maintenance Tips:

10

If your chromebook is “acting up” try these 3 things before reporting it:


1. Turn it off and then back on again.
2. Remove your user profile and log back in.
3. Check to see if it is in need of an update.



A decorative graphic in the top-left corner consisting of a network of interconnected nodes and lines. The nodes are represented by circles of varying sizes and colors, including solid grey, hollow white, and hollow blue. The lines connecting them are thin and grey. The graphic is partially cut off by the left edge of the page.

Note:

Chromebooks are not allowed in the lunch room. Be sure to lock your chromebook in your locker before going to lunch each day.

A decorative graphic in the bottom-right corner, mirroring the style of the top-left graphic. It features a network of interconnected nodes and lines, with nodes in solid grey, hollow white, and hollow blue, connected by thin grey lines. The graphic is partially cut off by the right edge of the page.