## Northern Guilford High School Student Chromebook Distribution

All Northern Guilford High School students are being loaned a GCS Chromebook Lenovo 300e 2<sup>nd</sup> Generation. Remote-only students and in-person students registered at Northern Guilford High School who have not collected their device yet can use the booking link below to select from available sessions to come to campus to login and set up their GCS loaned device. Plan for sessions to last 1 hour. If a student has an older loaned GCS device, they should bring that device to return during their Chromebook distribution session.

Location: Media Center

Allowed people per session: 45

## Booking Link: <a href="http://www.bit.ly/bookharris">http://www.bit.ly/bookharris</a>

## Process:

- Student enters building through front entrance.
- Students line up at the atrium entrance of the Media Center socially distanced.
- Student picks up Chromebook/charger, name label, and label cover from the table at the front of the Media Center.
- Student finds a seat in the Media Center.
- Student will be led through the initial login and setting of up all the GCS applications on the Chromebook.
- Plan for the entire process to take about an hour.

## Helpful information:

- Parking information: park in the student lot or parents may drop-off/pickup in the circle
- Building entry point: main front entry doors
- Classwork: students will be expected to watch class recording and turn in missed work if they miss class to pick-up their Chromebook.