

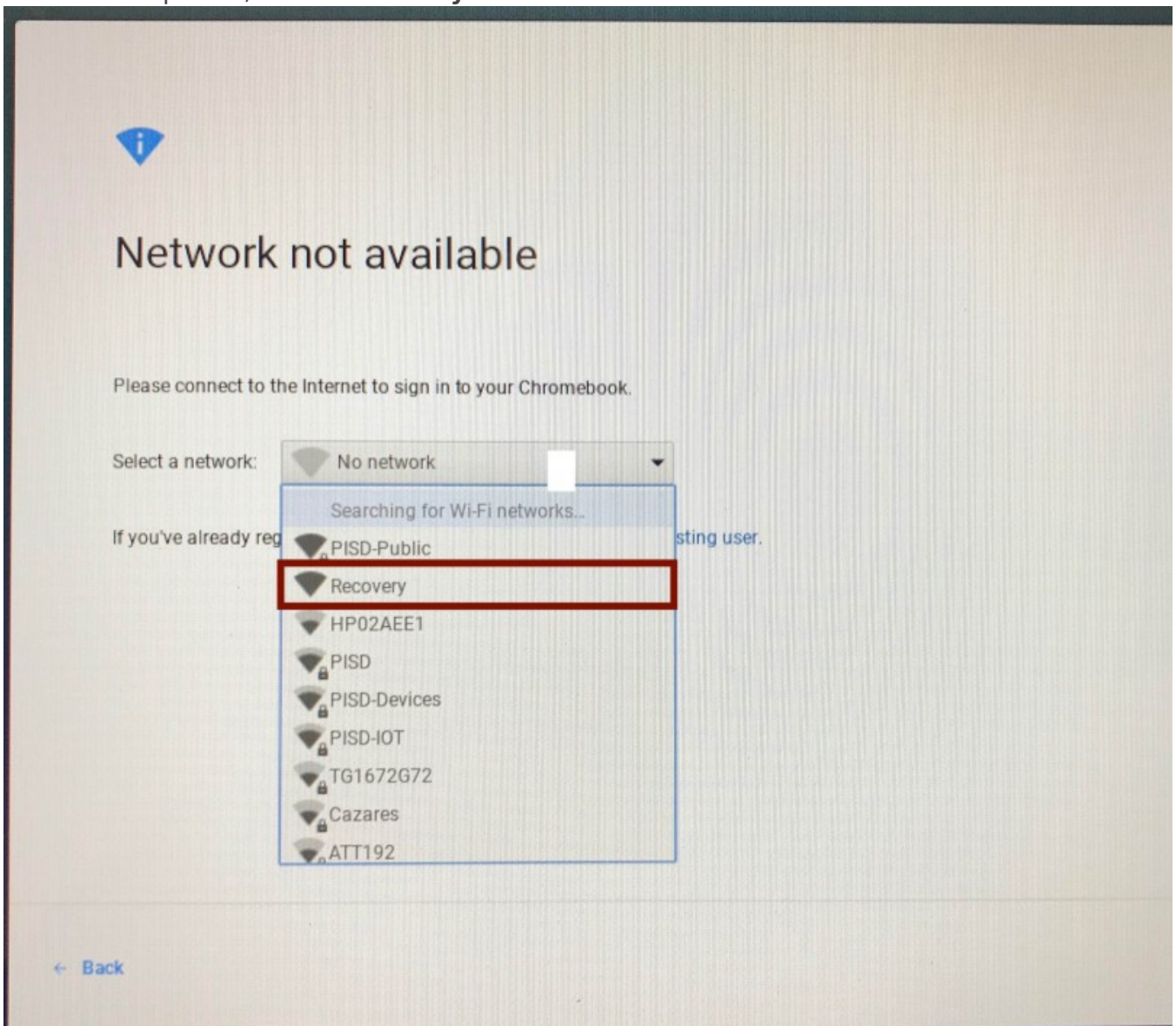
Chromebook

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WiFi Recovery

This procedure explains how to connect a Chromebook to the temporary Recovery network to recover from the loss of WiFi settings. This will allow normal use of the Chromebook until a fix can be pushed.

1. Power on the Chromebook
2. A **Network not available** screen should be displayed
3. From the dropdown, select **Recovery**



4. Once the network connects, a login screen will appear

Chromebook Functionality Check

When repairing a chromebook or assessing it for damage, please follow the following procedures when either determining if a chromebook needs repairs or to check that the chromebook is fully functioning after it has been repaired:

1. Wipe Chromebook

If any chromebook is brought in for repairs, it needs to be wiped first.

Power down the chromebook. Hold down Escape and Refresh(the arrow in a circle) and push the power button. When the OS recovery screen loads, hit CTRL-D. Press the key that is listed to turn OS verification off. This is usually space or enter. When the chromebook switches to OS Verification is off, press the key to turn OS verification ON. This is usually space or enter. If requested, hit Enter to confirm.

The chromebook will reboot a few times and will eventually will come back to the setup screen. Connect the chromebook to PISD-Public when prompted for a network, and continue setup. The chromebook should come up to an enterprise enrollment screen. If it loads to a normal google login screen, hit CTRL-ALT-E to load enterprise enrollment. Log in with your district email and continue the setup. Once the Chromebook is at the log in screen, log in and continue the steps below.

2. Check for updates

Once logged in to the Chromebook, click the clock in the bottom right corner, and click the settings gear in the window that opens.

In the new window, click the About Chrome OS tab and click 'Check for Updates'

3. Verify Mouse

In Chrome, open keyboardtester.co/mouse-click-tester

Click the touchpad in and/or press the left and right click buttons where applicable to verify that the inputs are registering.

4. Verify Touch Screen

In Chrome, open kleki.com

Using the touchscreen, draw on the screen from edge to edge and corner to corner to verify the touchscreen is working.

5. Verify Keyboard

In Chrome, open keyboardtester.co/keyboard-tester

Press each key on the keyboard and verify that it turns green in the webpage.

6. Verify Speakers/Microphone

In chrome, open mictests.com

Use the 'test my mic' button to make a recording and play the recording back. You will need to allow access when asked in Chrome. Please verify that you can hear the recording properly. If not, the mic or speakers may be faulty.

7. Verify Webcam

In chrome, open webcamtests.com

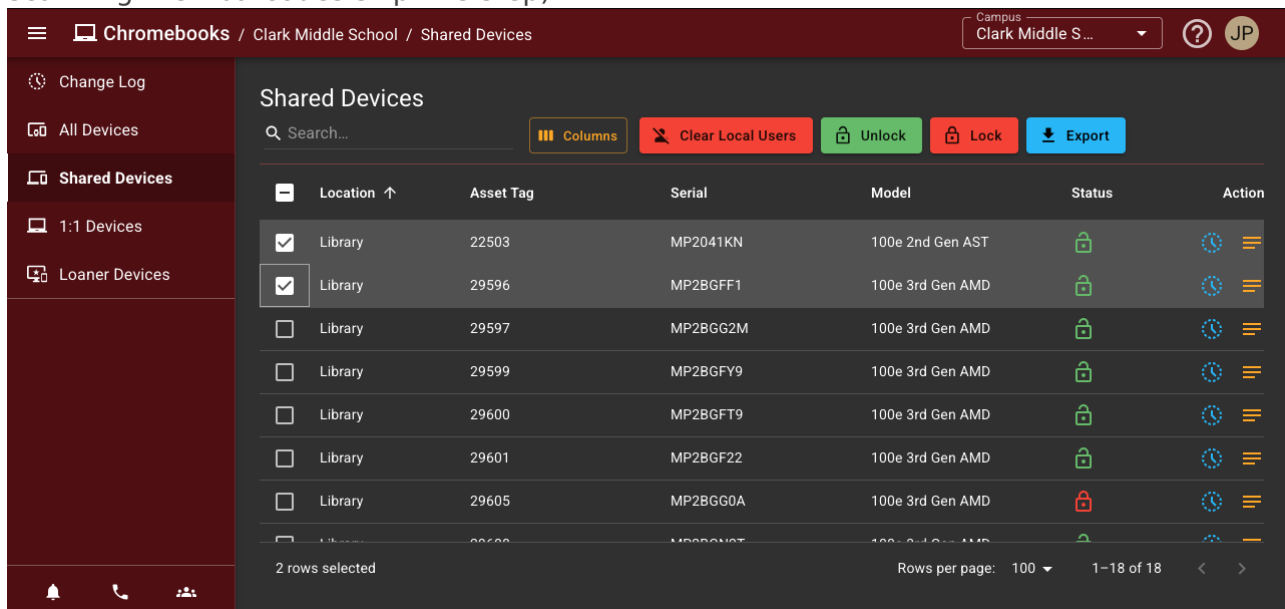
Once your webcam is loaded, click the 'Test my cam' button. You will need to allow access when asked in Chrome. Please verify that you can see the webcam properly. If not, the webcam may be faulty.

Chromebook Manager Overview

Lock and Unlock Devices

Loaner devices and 1:1 devices that are not checked out will be locked nightly.

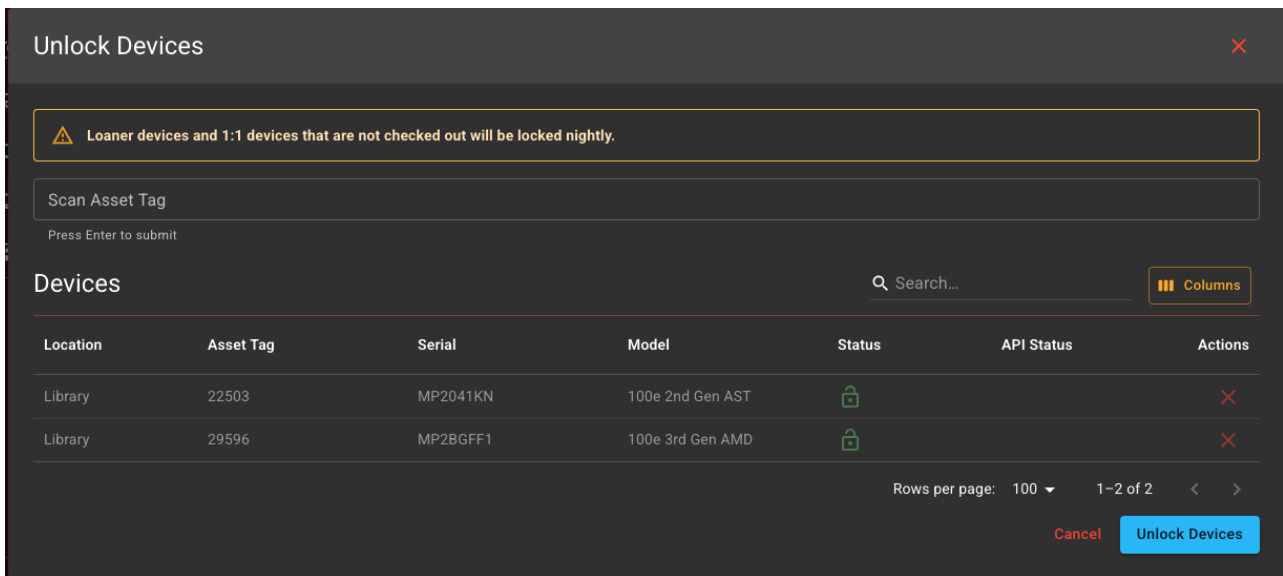
1. Log in to Chromebook Manager (<https://chromebooks.princetonisd.net>)
2. Use the checkboxes to select devices to lock or unlock (if you want to select devices by scanning their barcodes skip this step)



The screenshot shows the Chromebook Manager interface for Clark Middle School. The left sidebar contains navigation links: Change Log, All Devices, Shared Devices (selected), 1:1 Devices, and Loaner Devices. The main area is titled "Shared Devices" and features a search bar, a "Columns" button, and action buttons: "Clear Local Users", "Unlock", "Lock", and "Export". Below these is a table of devices with columns for Location, Asset Tag, Serial, Model, Status, and Action. Two devices are selected, indicated by checkboxes in the first column. The status column shows green padlocks for unlocked devices and red padlocks for locked devices. The bottom of the interface shows "2 rows selected" and pagination controls.

	Location ↑	Asset Tag	Serial	Model	Status	Action
<input checked="" type="checkbox"/>	Library	22503	MP2041KN	100e 2nd Gen AST	🔒	⌚ ⋮
<input checked="" type="checkbox"/>	Library	29596	MP2BGFF1	100e 3rd Gen AMD	🔒	⌚ ⋮
<input type="checkbox"/>	Library	29597	MP2BGG2M	100e 3rd Gen AMD	🔒	⌚ ⋮
<input type="checkbox"/>	Library	29599	MP2BGFY9	100e 3rd Gen AMD	🔒	⌚ ⋮
<input type="checkbox"/>	Library	29600	MP2BGFT9	100e 3rd Gen AMD	🔒	⌚ ⋮
<input type="checkbox"/>	Library	29601	MP2BGF22	100e 3rd Gen AMD	🔒	⌚ ⋮
<input type="checkbox"/>	Library	29605	MP2BGG0A	100e 3rd Gen AMD	🔒	⌚ ⋮
<input type="checkbox"/>	Library	29606	MP2BGG0T	100e 3rd Gen AMD	🔒	⌚ ⋮

3. Click **Lock** or **Unlock** at the top of the page
4. At this point, you can select additional devices by scanning their barcode into the "Scan Asset Tag" field or remove devices by clicking the red X on the right side of their row.



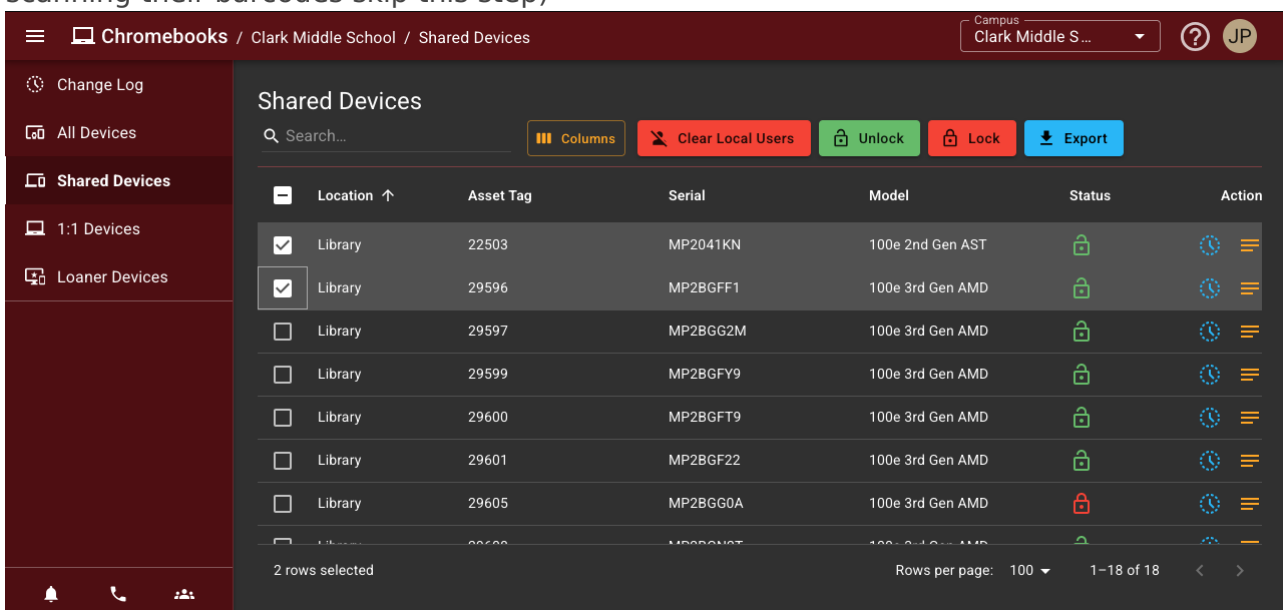
5. Click **Lock Devices** or **Unlock Devices**
6. Wait for the requests to process. You will see the status of each request update in the view

Clear Local Users (Powerwash)

Note: The action will take place the next time the device is powered on and connected to the network.

All local user data will be cleared. This action is irreversible.

1. Log in to Chromebook Manager (<https://chromebooks.princetonisd.net>)
2. Use the checkboxes to select devices to lock or unlock (if you want to select devices by scanning their barcodes skip this step)



3. Click **Clear Local Users** at the top of the page
4. At this point, you can select additional devices by scanning their barcode into the "Scan Asset Tag" field or remove devices by clicking the red X on the right side of their row.

Clear Local Users

Scan Asset Tag

Press Enter to submit

Devices

Search...

Columns

Location	Asset Tag	Serial	Model	Status	API Status	Actions
Library	22503	MP2041KN	100e 2nd Gen AST			
Library	29596	MP2BGFF1	100e 3rd Gen AMD			

Rows per page: 100 1-2 of 2 < >

Cancel

Clear Local Users

5. Click **Clear Local Users**
6. Wait for the requests to process. You will see the status of each request update in the view

Change Log

You can view past actions and their results on the Change Log page. Actions with a Pending status have not yet been completed. You do not need to attempt these actions again. They will be completed the next time the device is powered on and connected to the network.

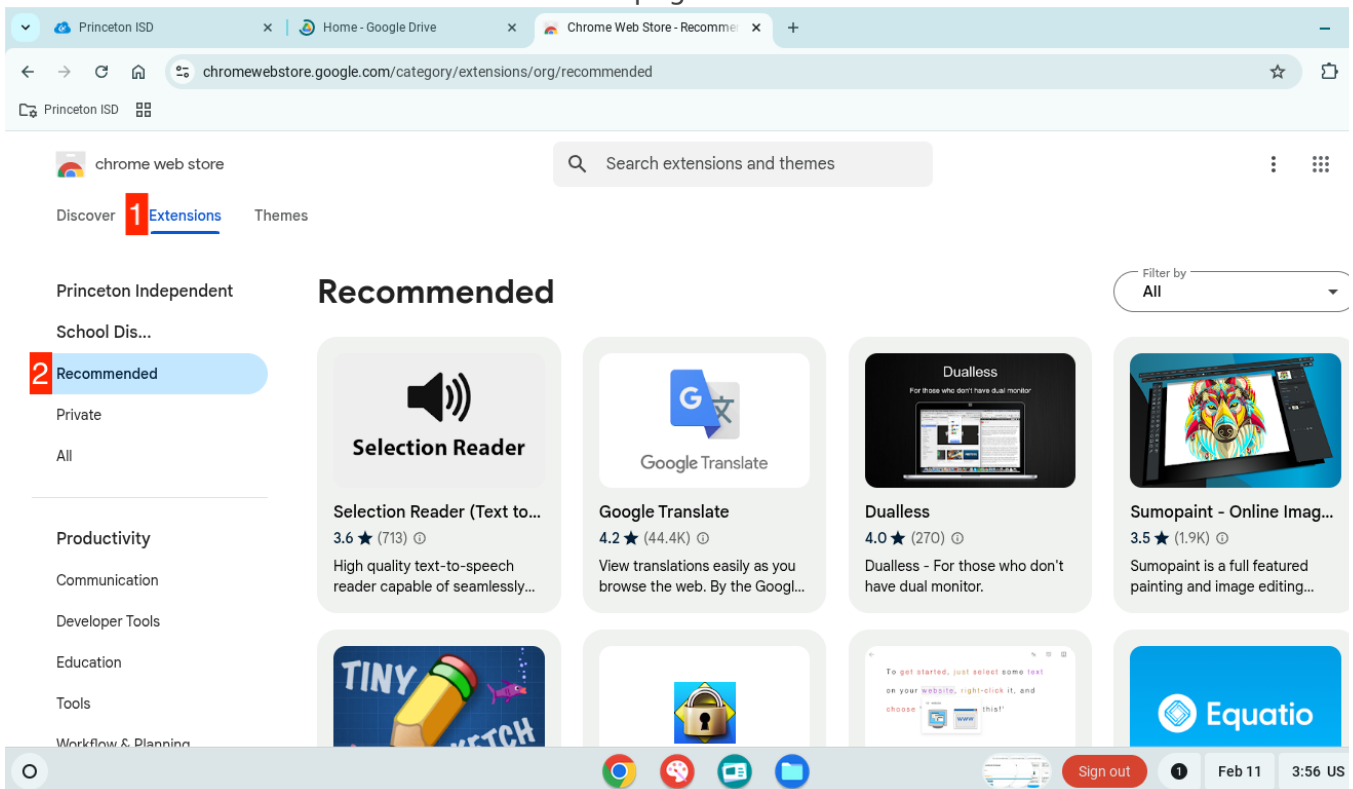
Eduphoria Lockdown Testing

These instructions apply to **Eduphoria testing** on **Chromebooks** only.

These steps will need to be completed by each student for each testing session. The extension will need to be installed at the beginning of the session and removed at the end. The extension **should not** be left installed for privacy and security reasons.

Install the Secure Browser extension

1. **Log in** to the chromebook
2. Click the **circle menu** in the lower left corner of the screen
3. Click on the **Web Store** icon (you can use the search bar if it doesn't show up immediately)
4. Click **Extensions** in the upper-left part of the page
5. Click **Recommended** on the left side of the page

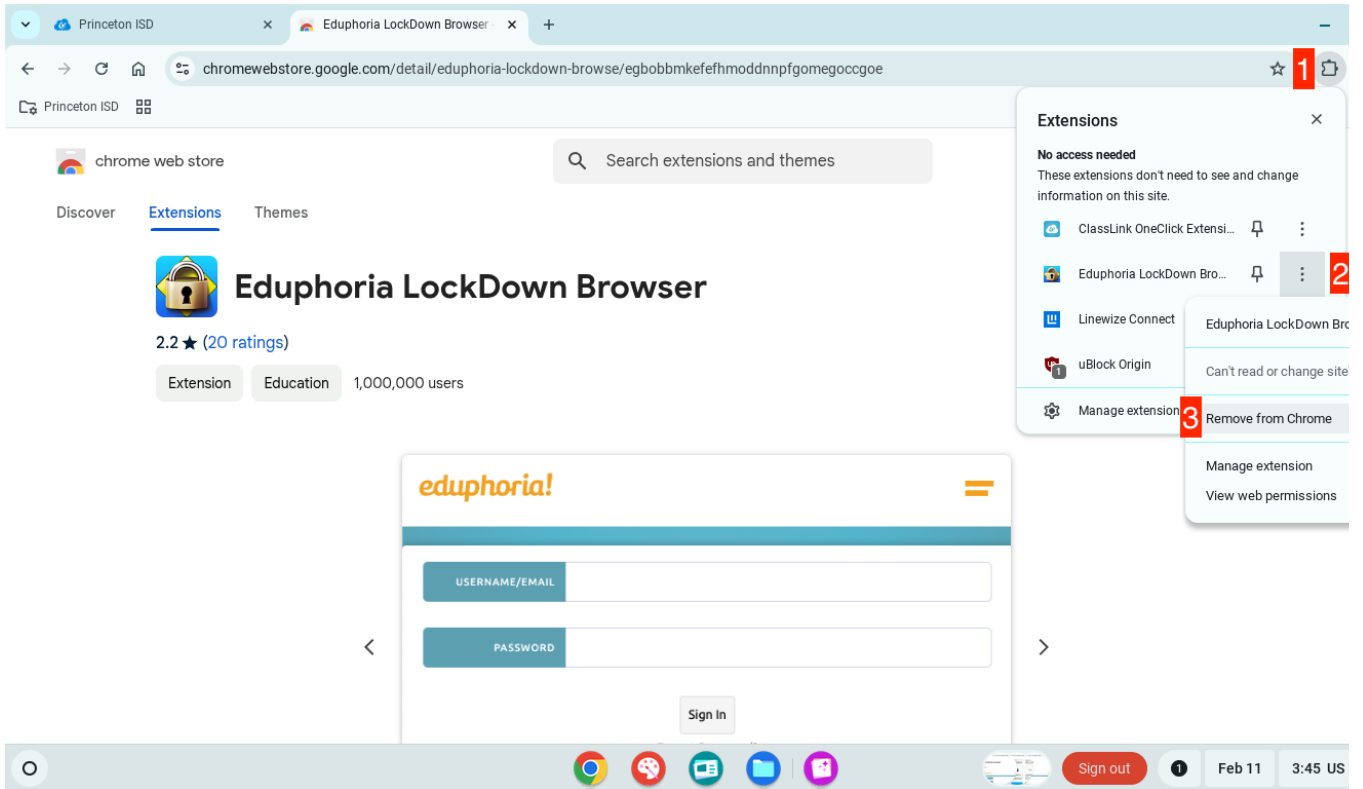


6. Click **Eduphoria LockDown Browser**
7. Click **Add to Chrome**
8. Click **Add Extension**

After the test, make sure to remove the extension using the steps below.

Remove the Secure Browser extension

1. Open **Chrome**
2. Click the **puzzle piece** icon on the right side of the top bar
3. Click the **snowman icon** next to **Eduphoria LockDown Browser**
4. Click Remove from Chrome



5. Click Remove