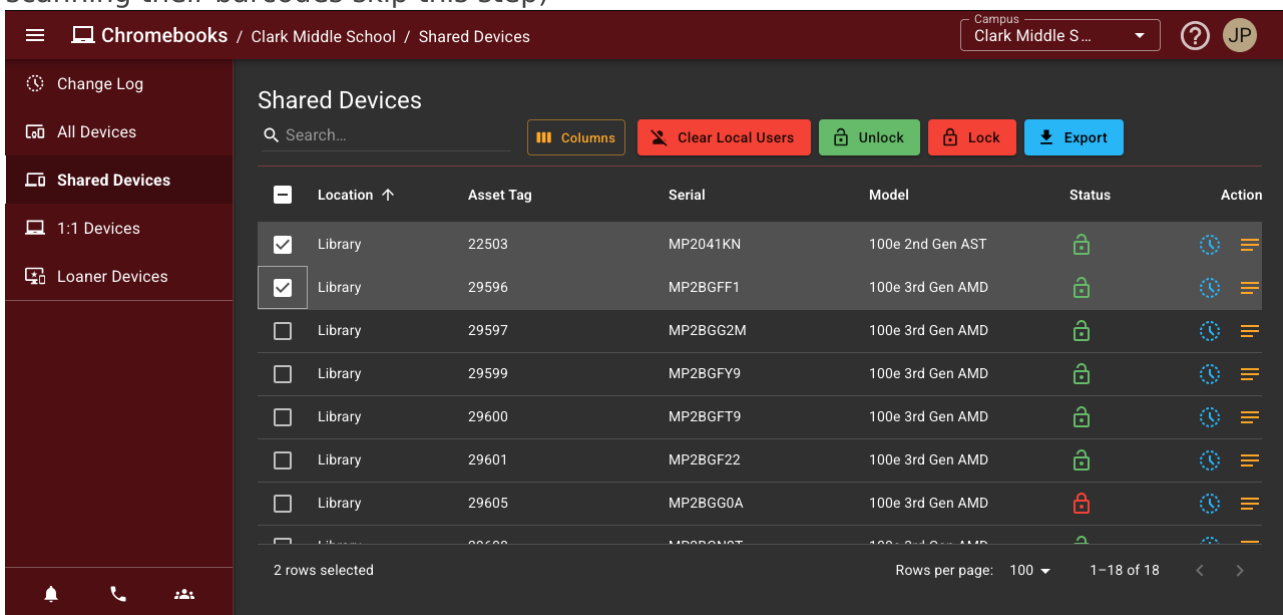


Chromebook Manager Overview

Lock and Unlock Devices

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

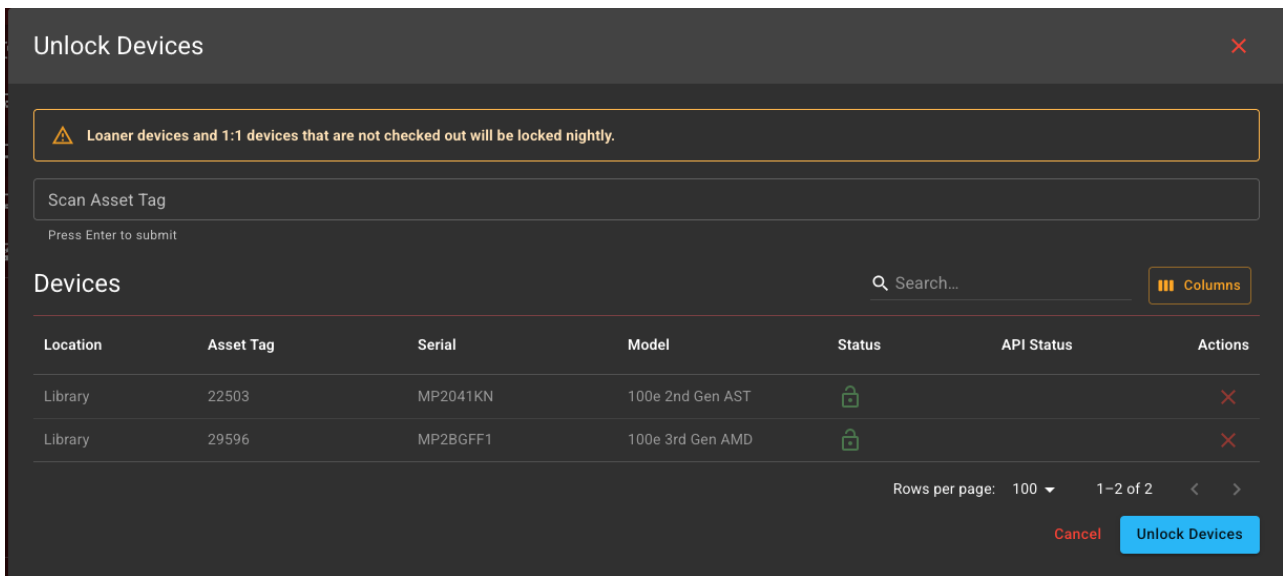
1. Log in to Chromebook Manager (<https://chromebooks.princetonisd.net>)
2. Use the checkboxes to select devices to lock or unlock (if you want to select devices by scanning their barcodes skip this step)



The screenshot displays the Chromebook Manager web interface. The left sidebar contains navigation links: Change Log, All Devices, Shared Devices (selected), 1:1 Devices, and Loaner Devices. The main content area is titled 'Shared Devices' and includes a search bar, a 'Columns' button, and action buttons for 'Clear Local Users', 'Unlock', 'Lock', and 'Export'. Below these is a table with columns: Location, Asset Tag, Serial, Model, Status, and Action. The table lists several devices, with the first two rows selected (checked). The status column shows green padlocks for unlocked devices and a red padlock for a locked device. The bottom of the interface shows '2 rows selected' and 'Rows per page: 100'.

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

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.



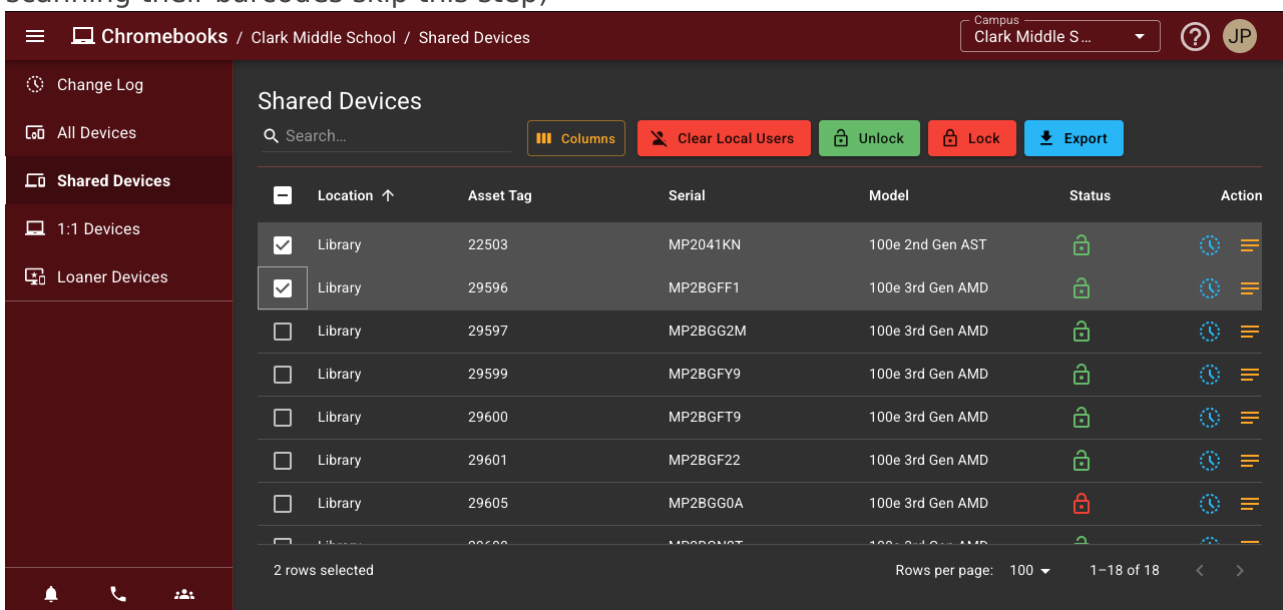
5. Click **Lock Devices** or **Unlock Devices**
6. Wait for the requests to process. You will see the status of each request update in the view

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.

Revision #1
Created 11 February 2025 14:45:39 by Joshua Prince
Updated 11 February 2025 14:58:51 by Joshua Prince