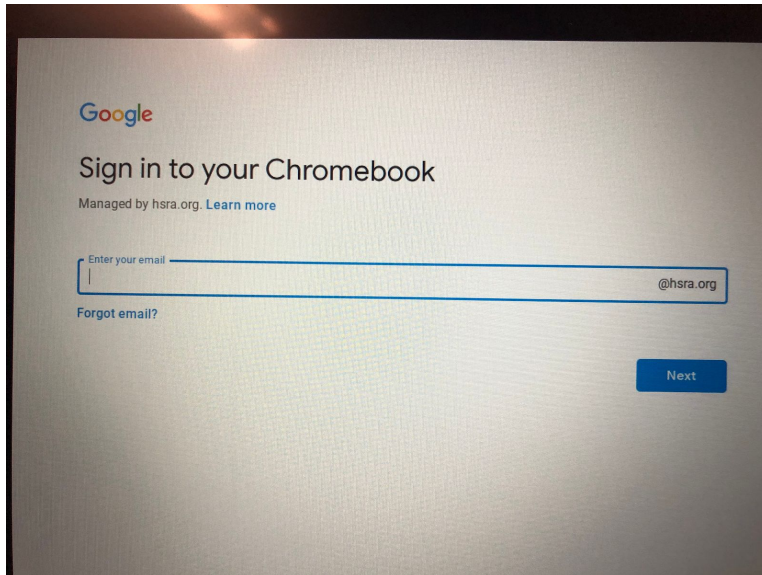


HSRA Chromebook Basic Operation

Login

1. Enter your HSRA email address. Your email is your **firstname** and **lastname** @hsra.org.
ex. (If your name is "John Doe" your email would be johndoe@hsra.org)



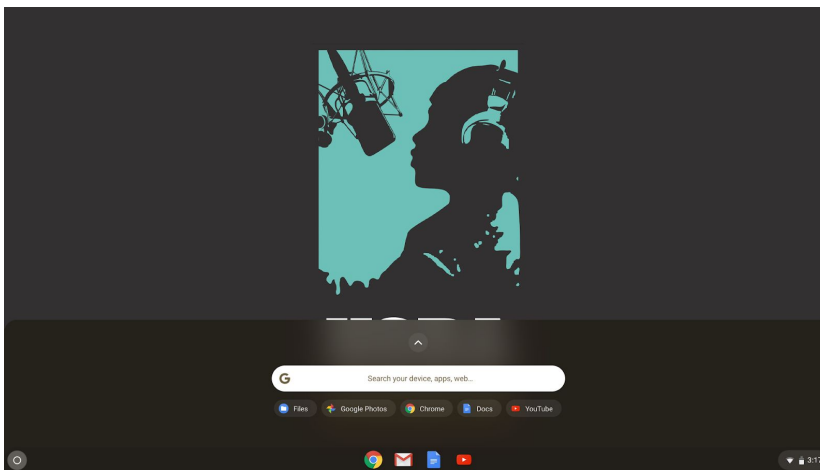
2. Click **Next**
3. Enter your HSRA password
(If you're new to logging password may be "student2020")
4. Click **Next**
5. Click **Get Started**
6. You will then be logged into the device

View All Apps on Device

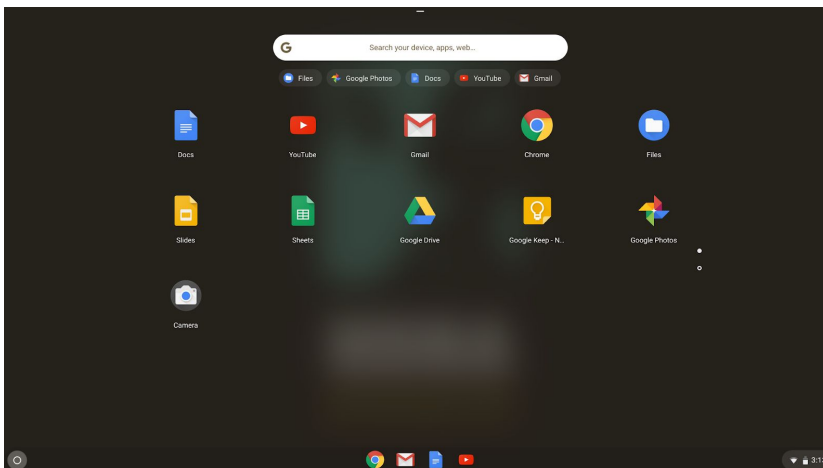
- Click bottom left circle



- Then click arrow above search bar that appears



- You should now be able to see the apps on your device





Chrome

This is your web browser where you can search the web



Gmail

You can use this application to access your email



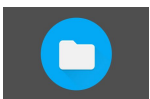
Docs

You can use this to access your google drive documents. Here you can create and save new docs



Youtube

You can use this access Youtube and watch videos



Files

You can access any of your files stored on your account



Slides

You can use this application to create presentations.



Sheets

You can use this application to create spreadsheets



Google Drive

You can access all of your saved files here. You also have the ability to share your files with others



Camera

Using this application will allow you to access the front webcam and take pictures.



Google Keep

You can use this application to create lists, notes, reminders, and voice memos



Google Photos

You can view all your stored photos using this application