

Getting on Your School Issued Chromebook

Your Chromebook must be connected to your home WiFi to work. Connect the device using the WiFi symbol along the bottom right of the screen.

Sign into your Chromebook using your email. Your email is your **USERNAME@ccsdschools.com**.

YOUR USERNAME IS _____
[first three letters of your last name+first three letters of your first name+last four digits of your Student ID number]

Once you add yourself to the device, your name will be on the screen and you will only need to enter your password to get on.

ALL STUDENT PASSWORDS were RESET on August 23, 2020 to be the same as your username.

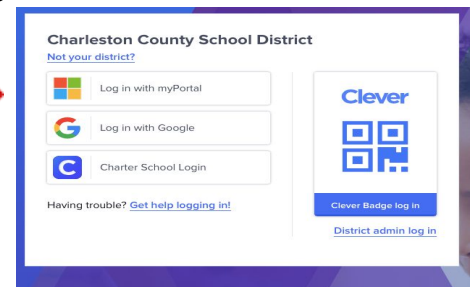
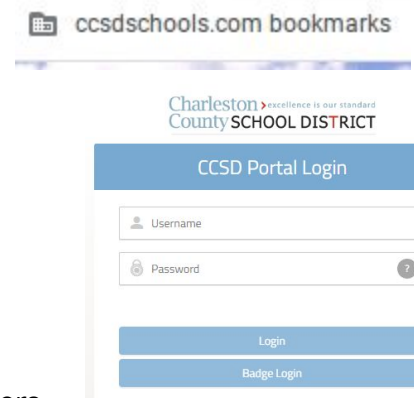
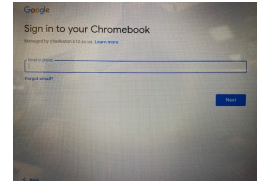
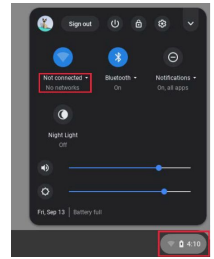
Go to MyPortal through the bookmarks along the top left of Google Chrome.

The first time you log in to MyPortal, you will be prompted to change your password. Your old password is your USERNAME.

Change your password to something you will remember (at least 8 characters long) and WRITE IT DOWN.

Once through the Portal, you will have access to Clever, which leads you to the various apps used in school and some of your online textbooks. **Login with myPortal.**

You can access your Gmail next to the “waffle” on Chrome. In addition, clicking on the waffle will give you quick access to Classroom and Canvas.



**Trouble? Call the Student Tech Desk at
843-849-3400 Monday - Friday 8 a.m. - 4 p.m.**

**You can also email your Media Center Clerk,
Ms. Ostapiej at
Anne_Ostapiej@charleston.k12.sc.us.**

