Top 10 Quick Fixes for Chromebooks

Having trouble with your Chromebook? Check out our most common fixes!

- 1. Restart
- 2. Hard restart
- 3. Check the spelling on your email address!
- 4. Remove yourself as a user and add yourself again
- 5. Remove an unwanted or non-educational app or extension
- 6. Explore possible issues in your settings
- 7. Reset your Chromebook to the original settings
- 8. Check your charger
- 9. Search the Chromebooks Help page
- 10. Google your problem

** BONUS! Can't access internet from home? Try these hints!**

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1. Restart

When should I try this?

If something's just a little bit off with your Chromebook--display issues, glitchiness, slow, freezing, etc.

How?

- Press the power button to shut it down.
- Then press it again to turn it back on.

• Wait at least 5 seconds to let it turn on! (We've seen some people press it repeatedly, and then you can't tell if it's on--but not awake yet--or off.)

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2. Hard restart

When should I try this?

If you've tried #1 and it's still not working right

How?

- Hold the refresh key and the power button at the same time for about 10 seconds.
- Then press the power button again to turn it back on.
- Wait at least 5 seconds to let it turn on.

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3. Check the spelling on your email address!

When should I try this?

If you're having trouble logging in

How?

- Make sure you're typing <u>schoolID@students.ankenyschools.org</u>
 - O common issues are mispelling students or ankeny:)
- Still not working? Have someone else look it over.
- Still not working? Type your password VERY carefully.
- Still not working? Move on to #4

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4. Remove yourself as a user and add yourself again

When should I try this?

If you're getting error messages about your password or verifying your account

How?

Click on the rectangle in the bottom right hand corner



- Click sign out.
 Sign out.
- When you see your profile picture, click the arrow in the upper right hand corner (of your picture not your screen)
- When you click on the arrow a box should come up and at the bottom it says remove person
- Then click "Add a person" in the lower left corner.
- Log in again.

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5. Remove an unwanted or non-educational app or extension

When should I try this?

If you've downloaded something you shouldn't have or if you're seeing a strange screen or tab that you can't get rid of

How?

For extensions

- Type in the address bar **Chrome://Extensions** (You can get here from the settings menu, too.)
- Find the extension that you wanted to delete.



Click the trash can

For apps

In the lower left corner of your screen, click the grid





Right click (two-finger click) and click "Remove from Chrome"



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6. Explore possible issues in your settings

When should I try this?

If there are issues with your cursor, display, trackpad, or other basic features

How?

• Click on the rectangle in the bottom right hand corner

Settings



- Click Settings
- Then look at the different headings to explore possible areas that relate to your problems. Examples:
 - O Check "Device" for issues with touchpad, keyboard, and display

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- O Scroll down and click Show advanced settings... to see more options.
- O Check Accessibility for magnification or other issues.
- Read all the settings areas to find something that could relate to your problem!

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7. Reset your Chromebook to the original settings

When should I try this?

If you've tried the other steps above and there's still something strange going on.

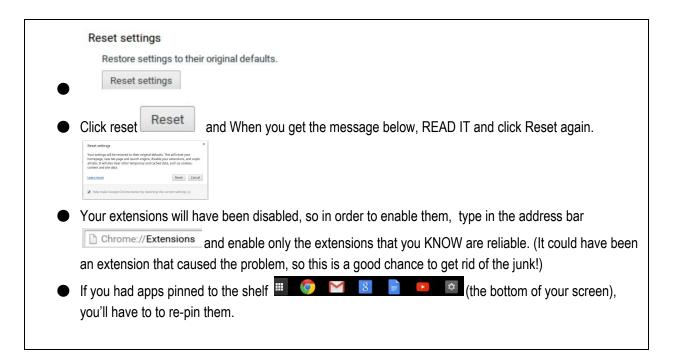
How?

Click on the rectangle in the bottom right hand corner



Settings

- Click on settings, then click show advanced settings
- Scroll down and click Show advanced settings...
- Scroll all the way down to the bottom and find reset settings click on reset



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8. Check your charger

When should I try this?

If you think your charger isn't working, try these things before you come to the library to report a problem.

How?

Take these steps:

- Check to see if the two pieces of the charger are connected tightly.
- Make sure the light on the right side of the keyboard turns on when you've plugged it in
- Make sure the icon in the menu area shows that it's connected to a power source
- If you check back in 5 minutes, make sure the percentage charged increases
- If these things are NOT happening, try a different outlet.
 - O Some outlets in homes can be controlled by light switches. If this is the case, make sure it's switched on.
- Has a parent or responsible adult at home verified the problem?
- If you have tried everything that you possibly can, BRING YOUR CHARGER and your Chromebook to the library and we'll check it out with you. You'll have to leave your device in the library for one class period for us to test it.

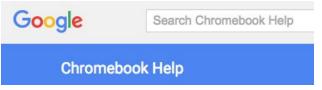
9. Search the **Chromebooks Help** page

When should I try this?

If the fixes above don't relate to your problem, search the entire help page.

How?

- Click this link: <u>Chromebook Help</u> (or just Google "Chromebook Help"
- Search in the search box and read the instructions!



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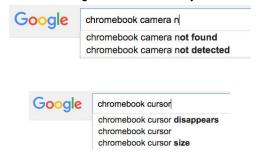
10. Google your problem

When should I try this?

If this page doesn't help and you can't find it in Google's official Chromebook Help page

How?

- Go to Google.com (or your Chrome search bar) and search for your problem.
 - O Use only a few keywords, including "Chromebook" as your search terms. Examples:



- Watch the smart text and select keywords or keep typing your own keywords. Click enter.
- Then read a few different forums, Q&A sites, etc. to try to find strategies and solutions. Try them out! Give it a try before you come to the library for help—this is probably what we would do anyway!

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