

Get your Chromebook setup start to finish to access Google Classroom, Zoom, & Other Applications

Setting up your Chrome Book

1. If you're signed in to your Chromebook, **sign out**.
2. On the bottom, click **Add person** or **Add new person**.
3. **Set up user**. Enter the Google Account email address and password, then click Next.
 - a. Add your child's DOE issued email address (nycstudents.net) and password
*This is extremely important as this provides your child access to all the applications they need
4. Follow the steps that appear.
 - a. You may have to re-connect the Chromebook to the internet connection while in this stage of setup. So have your network and password handy.
 - b. Once you've connected this user to the internet you will be ready to move on
 - c. **Ready to use chromebook**
 - d. Open the Chrome browser, Go to <https://teachhub.schools.nyc/>



Sign In

User name / Email

Password

Sign In

- e.
- f. Enter your child's Username (Do not include the nycstudents.net tag) ONLY the Username!!!!!!!!!!

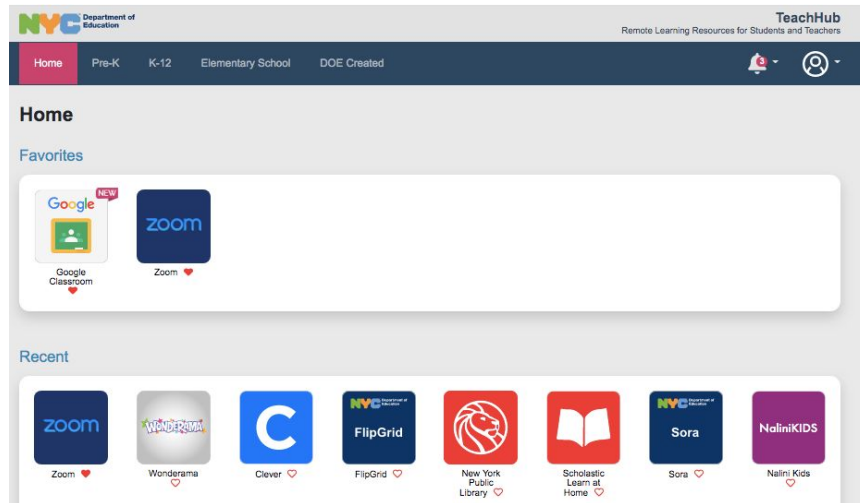
For Example:

Username: JDoe2

Password: 123123

- g. Enter the password and sign in

h. You will be brought to the TeachHub Portal it looks like this:

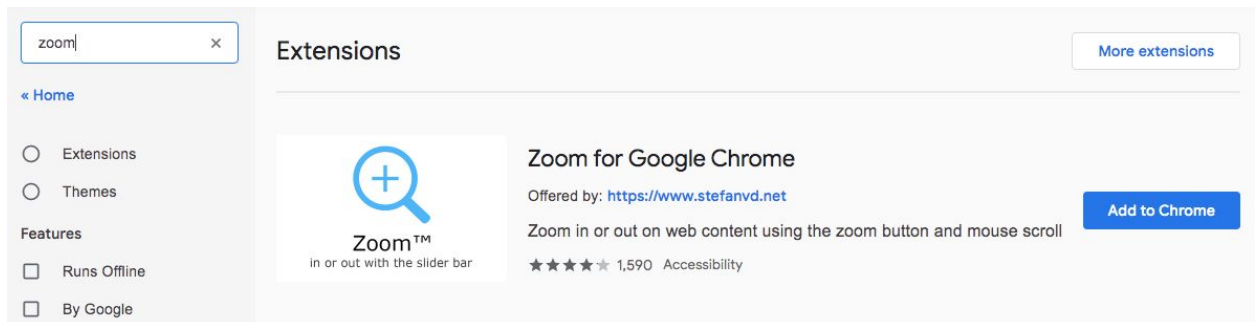


- i. Click on the Elementary School tab at the top of the page
- j. Here you should be able to access your child's Google Classroom and Zoom
- k. Bookmark this page for easy access for your child

Now that you have setup your hardware, we need to download Zoom via the Google Chrome Store.

Setting Up Your Child's Access to Zoom for the First Time on Chromebook

1. In your Chrome Browser search Google Chrome Store (<https://chrome.google.com/webstore/category/extensions>)
2. Click on Apps on the left side bar and search the webstore for Zoom



- 3.
4. Click Add to Chrome
5. You will be prompted to sign in
6. Sign in using your child's DOE email address (nycstudents.net) and password
7. If you get an ERROR code look for a button to sign in using the company SSO code
 - a. click "sign in with sso" → click "I know the company domain name" → enter "nycdoe" as the domain name

- b. You may be prompted to to enter the username and password again. Remember Username is without the nycstudents.net

For Example:

Username: JDoe2

Password: 123123

8. YOU NOW SHOULD BE LOGGED INTO YOUR CHILD'S DOE ACCOUNT VIA ZOOM

Finally Make Sure It All Works

1. Go back to the Teachhub and make sure your child can get into their Google Classroom and connect to their next live zoom link! You may have to wait until your child's next session with their class.
2. Now that this is set up the only thing you should have to do to connect is get to the Teachhub and click on Google Classroom.

If you have multiple children using the same device you will have to set up multiple users on the Chromebook. Go back to the beginning of this help guide and begin again. Go to Setting up your Chromebook and add a New Person (child #2)