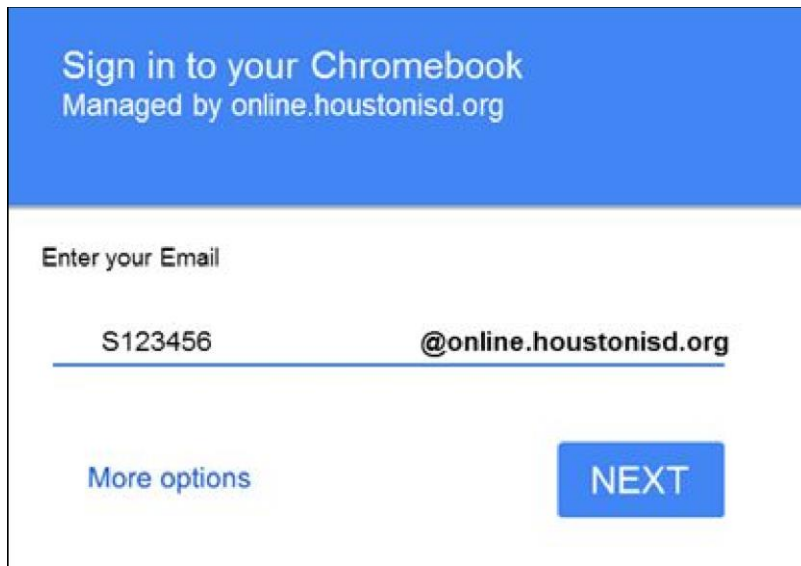# Logging into the Chromebook as a New User

1. On the Launch Screen, click **Add Person** in the toolbar at the bottom of the screen.

2. On the Sign in window that appears, have the student start entering their network username before the @ sign as **"s" + student ID** (ex: "s1234567"), then click **Next.**

Sign in to your Chromebook
Managed by online.houstonisd.org

Enter your Email

S123456   @online.houstonisd.org

More options   NEXT

3. On the HISD Login Screen, have them enter their network username again. Their password is their date of birth as 8 digits MMDDYYYY.

HISD

Houston ISD Logon Service

Type your user name and password.

User name: s1234567   Examples:
                            AD\smithj
                            STUDENT\joeb
Password: ●●●●●●●●

Sign In

4. Once logged in, you will be asked to select a picture to represent you on the Launch Screen.

Now whenever you use the same Chromebook, you can log in by simply clicking on your picture from the Launch Screen and entering your password.

HOUSTON INDEPENDENT SCHOOL DISTRICT

Logging Out of the Chromebook

1. Click on your picture in the toolbar in the lower right corner.
2. Click the **Sign Out** link.