How to Set Up Chrome Books

1. Login to Google (you may need an alternative password).
2. Click on the waffle.
3. Go all the way to the bottom, then click on more.
4. Click on the **Admin** icon.

5. Turn on the chrome book. Wait until you see the welcome screen.
6. Click on the small, blue "Let's go" button.
7. Choose "SMC_Public" as the Wi-Fi network.
8. Click on "Accept and Continue". The chrome book may show a searching for updates message.
9. When you see, "Sign in to your Chromebook", type **<CTRL><ALT><e>**. It should now say, "Enterprise Enrollment".
10. Sign into the chrome book using your Google Admin credentials (Use your entire address, i.e., add "@swmich.edu").
11. Click "Done".

12. Click on "Device Management".
13. Click on **Devices**.
14. Click on the box says "Chrome Devices".
15. Click on the Service Tag # (blue).
16. Click on "Custom Fields".
17. Hover over the Custom Fields section, then click on the pencil to Edit.
18. Asset ID – xxxx, i.e., 0013.
19. Note Field – DCARTyyyySxxx (All CAPS).
20. In the Location field, type the Cart name; i.e., "CART 9".
21. Click "Save".
22. Click on Chrome → Devices at the top of the screen.
23. Find the chrome book you just named, and click on the Checkbox to the left of it.
24. Click on, "Move to".
25. Click on the arrow next to "swmich.edu".
26. Click on the arrow next to "Computer on Wheels".
27. Click on the cart to which this chrome book will be assigned.
28. Click on "MOVE TO ORGANIZATION" at the bottom of this pull-down menu.
29. Restart the chrome book.

Restart at Step 5 for the next machine.