Steps to log into Chromebook for the first time

If you are logging onto your Chromebook for the first time and you are at home, please follow the steps below.

1. Power on your Chromebook.
   a. Button in the upper right hand corner of the keyboard.
2. At the bottom right hand corner of the screen, select the time.
3. Select Not Connected ▼ Wi-Fi symbol.
4. Connect to your home Wi-Fi.
   a. Look for the name of your home wifi.
   b. You will need the wifi password
5. Log into the Chromebook using your username and password:
   a. username@muncysd.org
      i. (graduation year, last name, first initial: ex. Bob Wilson - 21wilsonb@muncysd.org)
   b. password: lunch number, msd (example: 21345msd)
6. Once you login the first website you will encounter is the Classlink login screen.
7. Login into Classlink using the same login information
   a. Username: 21wilsonb
   b. Password: 21345msd
8. You are ready to use the Chromebook

Steps to log into Chromebook at home

If you have logged onto your Chromebook at school and this is your first time logging on at home, please follow these steps.

1. Power on your Chromebook.
2. At the bottom right hand corner of the screen, select the time.
3. Select Not Connected ▼ Wi-Fi symbol.
   Note: If you see your Wi-Fi network name and a signal strength, your Chromebook is already connected to Wi-Fi.
4. Turn on Wi-Fi.
5. Your Chromebook will automatically look for available networks and show them to you in a list.
6. Select the secure Wi-Fi network 📶.

7. Type the network password.
8. Select Connect.
9. Log into the Chromebook using your username and password.

Steps to log into the Classlink Dashboard

1. Power on your Chromebook.
2. Login to the Chromebook
3. First website to appear will be the Classlink login page.
4. Login using your district username and password.
   a. Username example: 21wilsonb (Bob Wilson)
   b. Password: 21345msd (lunch number, msd)
5. If the Classlink page does not appear, use the following steps to login to the Classlink Dashboard
   a. Go to www.muncysd.org
   b. Click on CLASSLINK at the top of the page
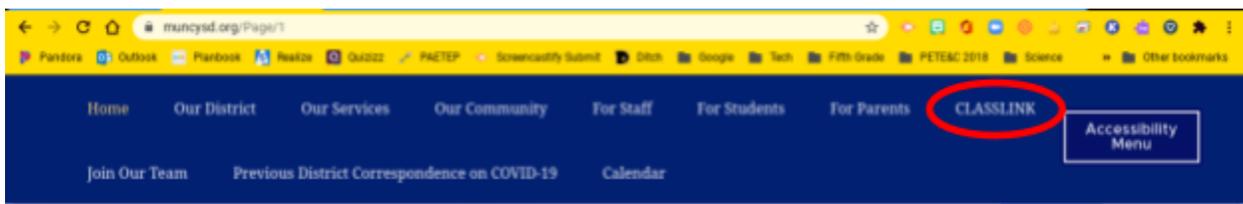
   c. Follow step 4.

Steps for joining Google Classroom

1. Login into your Chromebook
2. Login into the Classlink Dashboard
3. Click on the Google Classroom icon
    a. You maybe prompted to
    b. When you first login to Google Classroom you will need to login with your district login information.
        i. Username: 21wilsonb (grad year, last name, first initial)
        ii. Password: 21345msd (lunch number, msd)
4. You may be asked to choose between "I'm a Student" and "I'm and Teacher", choose "I'm a Student".
    a. You may not receive this message if you already have Google Classrooms from the previous school year.
5. Once in your Google Classroom, click on the "+" symbol in the top right hand corner and choose "join".
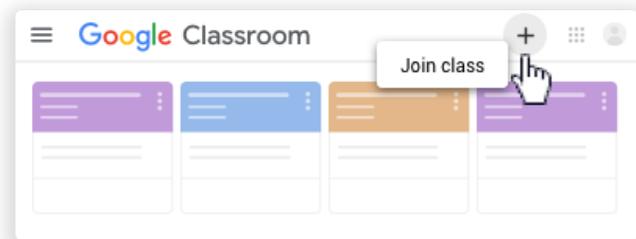
6. Type in the class code provided to you by your teacher.
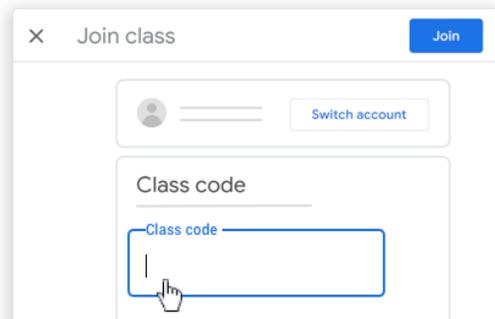
7. You have joined your Google Classroom.

Logging into Apps for the first time in Classlink

When you first login to apps on the Classlink Dashboard, you will login using "Sign in with Google" (your district login information). Once you've logged into an app listed on the Classlink Dashboard, Classlink will remember your username and password.

1. Login to the Classlink Dashboard
2. Click on the app you wish to access.
3. The first time you login to most apps you will login by selecting "Sign in with Google".
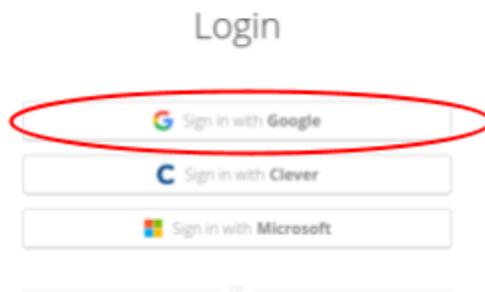
4. Login using your district login information
   a. Username: 21wilsonb@muncysd.org
   b. Password: 21345msd