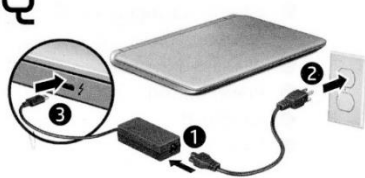# North Vancouver City Library

CHROMEBOOK SETUP
Chromebook lending program

This guide

This guide is adapted from https://support.hp.com/ca-en/product/hp-chromebook-14a-na0000-series/32708668/model/34748725/manuals. It is intended to help you get the Chromebook powered up and running. For further instructions on using a Chromebook, see the "Quick Start Guide"
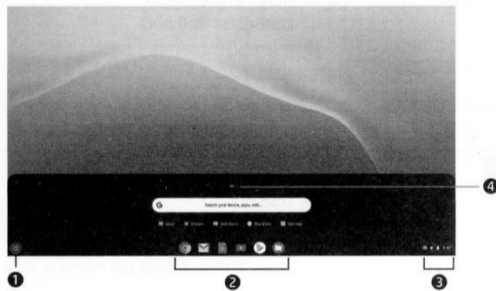
Chromebook power

3 Follow the online Google® screen instructions to complete setting up your computer with your Google account.

4 Select the Google **Launcher** in the lower-left corner of taskbar to open the Chrome™ desktop.

Chromebook desktop

Depending on your product, you can use a keyboard and mouse, a touchpad, or a touch screen to navigate the desktop.

❶ Launcher
Opens the Chrome desktop and frequently used apps.

❷ Shelf
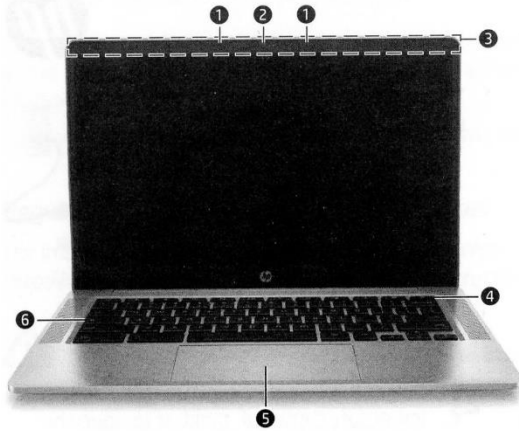Popular shortcuts to apps so that you can find them easily.

You can pin additional apps to the shelf. Select the **Launcher**, select an app, two-finger tap the app, and then select **Pin to shelf**. To unpin an app, two-finger tap it, and select **Unpin**.

❸ Status area
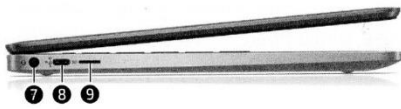Contains features such as the clock, battery information, offline help, and wireless connectivity.

❹ Apps viewer
Displays the installed apps on your computer.

The features and appearance of the desktop may vary from the image depicted, depending on the version of the operating system and additional software installed on your computer.
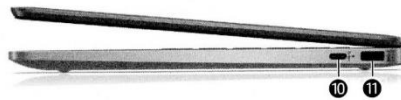
Parts of the Chromebook

- ❶ Internal microphones (2)
- ❷ Camera
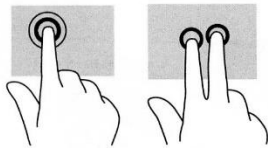- ❸ Wireless antenna(s)
- ⏻ ❹ Power button
- ❺ Touchpad
- ❻ Search key

- ❼ Audio-out (headphone)/ Audio-in (microphone) combo jack
- 🔌 ❽ USB Type-C power connector and port
- ❾ microSD™ memory card reader

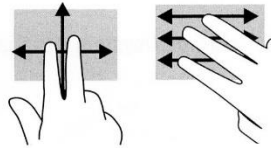- 🔌 ❿ USB Type-C power connector and port
- ⓫ USB port

Gestures for the touchpad and/or touch screen
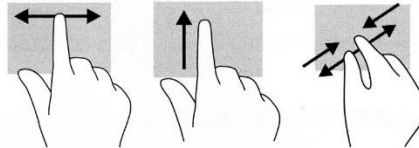

Touchpad or touch screen

- Tap or double-tap to select
- Two-finger tap to see menu options

Touchpad only

- Two-finger scroll
- Three-finger scroll to switch between open tabs

Touch screen only

- One-finger scroll left/right to go backward or forward in browser history
- One-finger swipe up to hide or show your shelf
- Two-finger pinch zoom

Some computers, apps, and files do not support all touch gestures.