

Information Technology

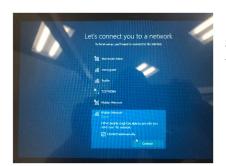
Getting Started With Your New Laptop. Video of setup at: https://youtu.be/sbssZRNpc7E



Plug in your device before getting started, it may have a low battery. The power cord connects in the back port on the left side of the laptop.

Power Button is on the right side of the laptop.

Once started, you will need to confirm the location settings, it should default to the United States, and the keyboard layout should be detected automatically also, just click on yes or continue. Click skip on adding a second keyboard layout.



Next you will need to connect to your wireless network. You should see it listed. Enter your password if necessary, and make sure to check the box that says, "Connect Automatically."

You should be presented with a screen that say Welcome to Morrisville-Eaton CSD. It should also have your username already entered just needing you to enter a password. For elementary students, the passwords are set to the first three characters of their username. Usernames are the last two digits of graduating year, first initial and last name, followed by @m-ecs.org For example, a third grader named John Doe, their username would be 30jdoe@m-ecs.org and their password would be 30j.



Your device will begin its setup, this will take a while especially if your internet is not very fast. That is fine just let it keep going, it may restart or ask you to login again. Once it is done you will be signed in and see the desktop.

At this point, click on the start menu and open the icon that is labeled Company Portal. It will ask you to pick a device category, choose Student Laptop.

Restart the computer once this is done to help get everything sync'd up and you should be all set. If you need assistance, please submit a ticket by emailing <u>tickets@m-ecs.org</u> or if you are unable to get online, call 315-684-5900.