

## Logging on to a WCPS Laptop

1. Plug-in the laptop and press **power ON**. The power button is in the upper-right portion of the keyboard.
  2. You will see the Wicomico County Board of Education logo. Then the Windows landing screen will appear with a background picture and the current time.
    - a. Press the following keys together: **Ctrl-Alt-Delete**
  3. Read the **NOTICE TO USERS** agreement on the screen. After reading the message, **Press OK**.
  4. You will see the login required fields:
    - a. Username: **network username**
    - b. Password: **network password**
  5. Select Google Chrome
  6. You will then see your child's Google Classroom tile(s).
  7. Select the tile/teacher.
  8. Select "Classwork" at the top of the page.
  9. You will see your child's Zoom link.
  10. You will be prompted to join a meeting.
  11. Your child's teacher will let you in the Zoom meeting.
  12. Please make sure you are joining a class that is actually in session.
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13. If you have any questions:
    - a. Email: [studenthelp@wcboe.org](mailto:studenthelp@wcboe.org), or
    - b. Call: **(410) 677.5200**

**Note: DO NOT CHANGE OR RESET THE PASSWORD. IF YOU CHANGE THE PASSWORD, THE LAPTOP WILL NO LONGER WORK AND IT WILL HAVE TO BE RETURNED TO YOUR SCHOOL.**