Chillicothe & Ross County
Public Library

Chromebook Connection Instructions

Connecting to the Internet

Before using the Chromebook, you will need to connect to WiFi internet. Use your mouse to hover to the bottom right-hand side of the screen, and click on the WiFi icon 📶
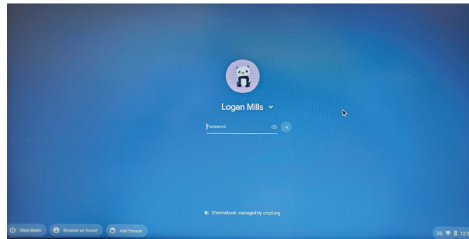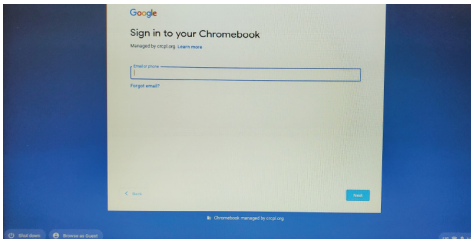
Select the WiFi network you'd like to connect to, and enter the password if it is a protected network. **If you need Internet but don't have it at home, put a hold on one of our WiFi hotspots for checkout, or visit any of our library locations, which have free, open WiFi that extends to our parking lots.**

Logging On

To log in to the Chromebook, you can either use an existing Google account, or use the Chromebook as a guest.

To log in with your existing Google account, enter your Google username and password on the login screen. You can access any content stored in your Google profile on the Chromebook (email, Google Docs, etc.) while logged in with your Google account.
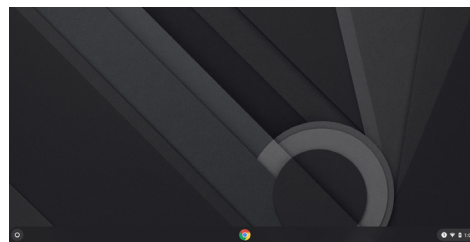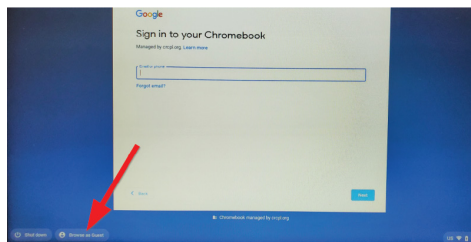
When you are successfully signed in with a Google account, your screen will look like this:

Logging On as a Guest

To log in as a guest, click "Browse as guest" on the bottom left-hand side of the screen.

When you are successfully logged in as a guest, your screen will look like this:

Logging Out

When you are ready to log out, please follow the instructions below so that your browsing history and data will be wiped clean from the device.

To sign out of your Google account and remove it from the device, move your mouse cursor to the bottom right of the screen to make the "Sign Out" bubble pop up. Then click "Sign out."

Next, click the arrow by your name and click "Remove account." Click "Remove account" again after the confirmation message is shown.

To log out of the Chromebook as a guest and remove your browsing history, move your mouse cursor to the bottom right of the screen to make the "Exit guest" bubble pop up, then click "Exit guest."