

Elementary Tech Tips for Learning From Home

Student Google Accounts:

Students will need to log in to their student Google accounts in order to access their bookmarks, history, saved passwords, and other settings. This will essentially allow their screen to look just like it does at school, making it much easier for students to access resources they are accustomed to using at school.

Once logged in to their school Google account, students can click Hamilton Bookmarks in the Bookmarks Bar and easily access Mrs. Kleist's Technology Tools, Typing Agent (Grades 3-4), Raz Kids, Wixie (Grades K-3), Lannon Library and Lannon Lib Guides (links with resources and databases from Mrs. Morrill), and Amplify Science. Grades 3 and 4 should also have their Google Drive and Google Classroom set as bookmarks in the Bookmarks Bar for easy access.

Happy learning!

Mrs. Kleist

Adding a Person or Profile in Google Chrome (Signing in)

1. Open Chrome on your computer.
2. At the top right, click the profile icon. Note: If nobody is logged in, the profile picture will be a gray person.
3. Click "Add."
4. Type a name and choose an icon.
5. Click "Add."
6. A new window will open asking you to sign in to your Google Account.
7. The email for Hamilton users is username@hamiltonstudents.org (Ex: kleijul@hamiltonstudents.org; A student's username is 4 letters from their last name followed by 3 letters from their first name). Enter this and click "Next."
8. The password is each user's personalized password s/he uses to log into our network at school. Students should know this password. Please email me at kleiju@hamilton.k12.wi.us if you need that information. Click "Next."
9. A window will pop up asking if you would like to link your Chrome data to this account. Click "Link data" then click "Yes, I'm in." This will allow bookmarks, history, passwords, and other settings to automatically sync so Chrome will look the same at home as it does at school.

Check out these 2 videos that demonstrate this process if you are a visual learner.

Note: Updates are done regularly in Google Chrome, so it may look slightly different, but these videos should still be helpful.

- [How to Add a New User to Google Chrome](#)
- [How to Create a New Chrome Profile](#)

Switching to Another Person or Profile (Switching Users/Accounts)

1. Open Chrome on your computer.
2. At the top right, click the profile icon.
3. Choose the person or profile you want to switch to.

Removing a Person or Profile (Logging out of a Google Account)

After you remove someone from Chrome, their bookmarks, history, passwords, and other settings are erased from the computer. You can get them back by adding the account again at a later time.

1. Open Chrome on your computer.
2. At the top right, click the profile icon.
3. Click "Manage people" (Gear icon next to Other people)
4. Mouse over the person you want to remove until you see the 3 vertical dots appear in the upper right corner of the person's picture. Click the 3 vertical dots.
5. Click "Remove this person."
6. Confirm by clicking "Remove this person."