

Discovery School: Chromebook Setup Guide

Quick Start for Parents and Students

Account Credentials

Email Format: firstname.lastinitial@discovery.school.nz
(e.g. Jane Doe would be jane.d@discovery.school.nz)

Password: Use the same password your child used last year.

Need a Reset? Email smew@discovery.school.nz

Step-by-Step Setup

- 1. Start at the Login Screen:** If the Chromebook is already signed into a different account, click the time in the bottom right-hand corner and select **Sign Out**.
- 2. Add the New Profile:** Click the **+ Add Person** button at the bottom left-hand corner of the screen.
- 3. Navigate the 'Child' Settings:** Google will ask who is using the device. It is important to select the following options:
 - Select **Child** when asked who the account is for.
 - Select **School Account** on the next screen.
 - Click **Next**.
- 4. Enter Credentials:** Enter the full Discovery School email address and click **Next**, then enter the password from last year.
- 5. Finalise Setup:** Accept any school-managed terms if prompted. Your child's profile is now ready to use!

Troubleshooting & Tips

Switching Users: You do not need to delete accounts to swap users. Just **Sign Out** and click on the desired profile icon on the main screen.

Apps & Bookmarks: Once signed in, please wait a minute for the Chromebook to synchronise. All school-approved apps and bookmarks will appear automatically.

Permission Errors: If you see an 'Access Denied' message, double-check that your child isn't accidentally signed into a personal @gmail.com account.

Need Extra Help?

If you run into any technical hurdles, please contact the school tech support by emailing smew@discovery.school.nz with your child's name and a brief description of the issue.