

Chromebook Login & Setup Instructions Gr. 9 Students & New Registrants

Welcome to Huron Heights Secondary School. Now that you have a Chromebook, you need to complete your registration to set yourself up for success.

*UPDATE (Sep 3, 2020): Your current password will automatically be **reset** on the evening of **September 8th between 4PM and 12AM** and you will have a new **temporary password**. You can use your existing elementary password up to this date & time.*

Grade 9 Students **Changing Your Temporary Password** *(new HHSS registrant login instructions follow below):*

1. On the Chromebook *select* **Browse as Guest**
2. *Open* the Chrome browser and go to the **WRDSB MyPassword** dashboard at <https://mypassword.wrdsb.ca/>
3. *Select* **Change Password** and *enter* your **username and temporary password**
 - **Username**
The first four letters of your last name, first initial, last four numbers of student number (i.e. smita1234)
 - **Temporary Password**
Your temporary WRDSB password is your **student number + wrdsb** added to the end. (i.e. 12345678wrdsb)

You can find your student number on your timetable
4. Change your temporary password by entering a 12-character (or longer) password using the recommendations below:
 - When deciding on your new password, consider using a passphrase::
 - **Select 3 or more unrelated words.** Each should be between 4 and 8 characters in length
 - **Change the word case** on at least one of the words
 - Use a **special character or number as a separator** between each of your words; or **pad the password with a number or special character at the start or at the end.** Use a simple-to-remember pattern
 - The randomness of the word choice and length of the passphrase makes it strong. The most important thing to remember is that the words need to be random.
 - For example **catinthehat** would be *inadvisable* as a combination because it's a common phrase and the words make sense together. But, something like **correct_horse_battery_staple** is random. The words are uncommon and don't make sense together and it is also much easier to remember than a traditional random password. Very common words - like colours, or month names, or seasons - may cause your password to be rejected.

5. This password will remain the same unless you decide to change it. If you would like to change your password just follow the same process above.
6. You can now log out of the Guest account and sign into the Chromebook using your WRDSB email address and newly created password.

**** Please note that it may take several minutes for your new password to take effect. Wait 5 minutes if your first attempt is not successful. If you are still not able to log in then continue using the 'Browse as guest mode' and report the issue to your teacher on the first day of classes.*

New HHSS Registrant Login Instructions:

*UPDATE (Sep 3, 2020): When you sign in **after September 8th**, your WRDSB temporary password will be your **student number + wrdsb** added to the end. i.e. 12345678wrdsb*

1. Your Google account will become active 24 hours after you have attended a class (virtual or in-person) and your attendance has been recorded for that day.
2. Please use the **Browse as Guest** option until you attend your first class.
3. Your login information will be as follows:
 - Username: first 4 letters of your last name + first initial + last 4 numbers of your student number
 - Temporary Password: student number+wrdsb
 - Email: username@wrdsb.ca

** You can find your student number on your timetable*

The first time you log into your account you will have to **initiate** your account by accepting Google's Terms of Service. To **initiate your account** please follow the steps below:

1. On your Chromebook *click* on **Browse as Guest**
2. Open Chrome
3. *Click* on **Sign In** in the top right hand corner
4. Use your *school email address* account and password to sign in
5. On the Welcome screen that follows, *click* on **Accept**
6. Since you are in the Guest Account, we can now also follow the instructions listed above to change your password.
7. You should now be set and ready to go!

Should you require additional Chromebook Tech Support, visit
<https://tech.wrdsb.ca/chromebooks/>
for step-by-step instructions for the most common Chromebook issues.

Accessing Your Classwork - September 8

Some of your teacher's may be using Google Classroom as their platform this semester. To see if they have posted material for the first day, go to the Google Classroom app on your waffle.

