1:1 Device Setup

1. Power your laptop on using the power button located on the **right** side of the keyboard
2. Make sure **United States** is selected then click or tap **Yes**.
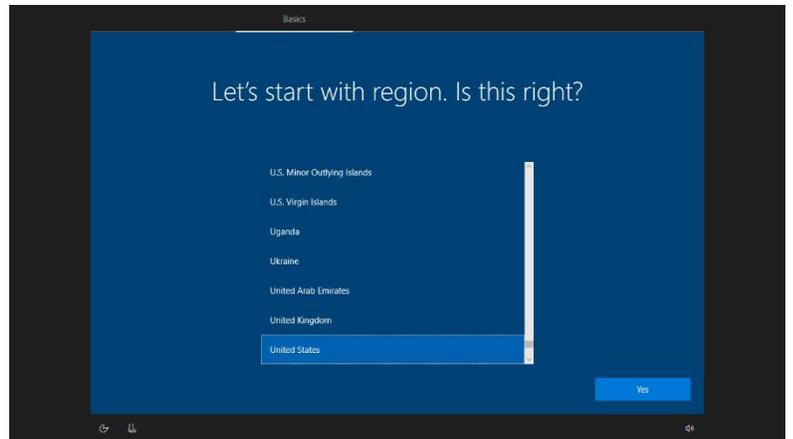
3. Next, make sure **US** is selected and click or tap **Yes**.
   The next screen will allow you to add an additional keyboard layout to your computer. This option may apply to you if you are bilingual or take a foreign language. <u>Additional keyboards can be added later after setup</u>.
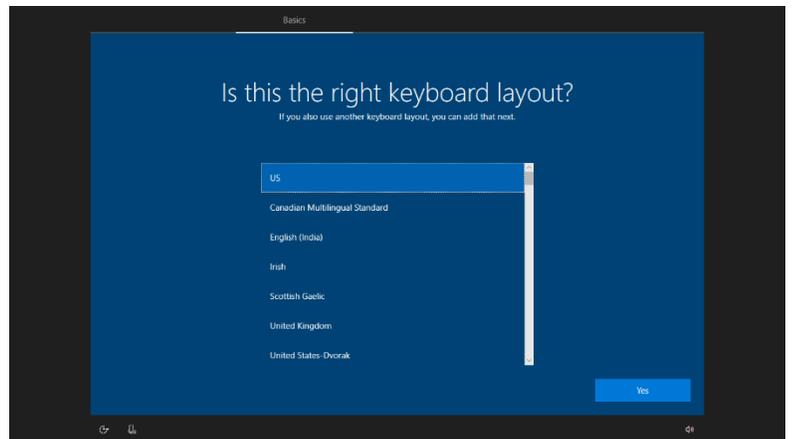
4. Connect to your preferred network using a password if applicable. Check to **Connect Automatically** if you will be connecting to the network regularly. Afterwards, click **Next**.
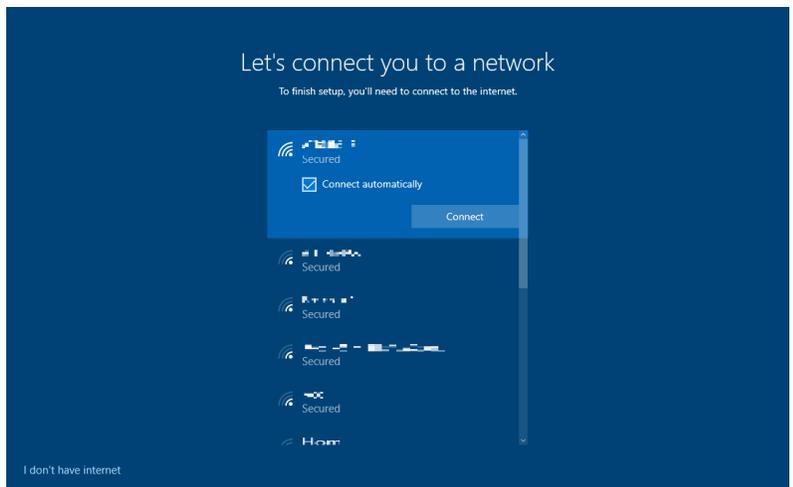
1:1 Device Setup

5. **<u>If you do not see the following screen, STOP IMMEDIATELY!</u> Continuing will result in your device being blocked from school resources and will require resetting the device to factory settings which will take at minimum an hour and all data will be lost.**
   <p align="center">**Call the helpdesk at: 913-780-8058**</p>

   Enter your student **Microsoft** email address. This value starts with your student **username** (ex. 123abc45) followed by ***@stu.olatheschools.org*** (ex. 123abc45@stu.olatheschools.org). Click **Next**.
   Enter your password and click **Next**. Your computer will then begin to setup your student profile. This will take several minutes.
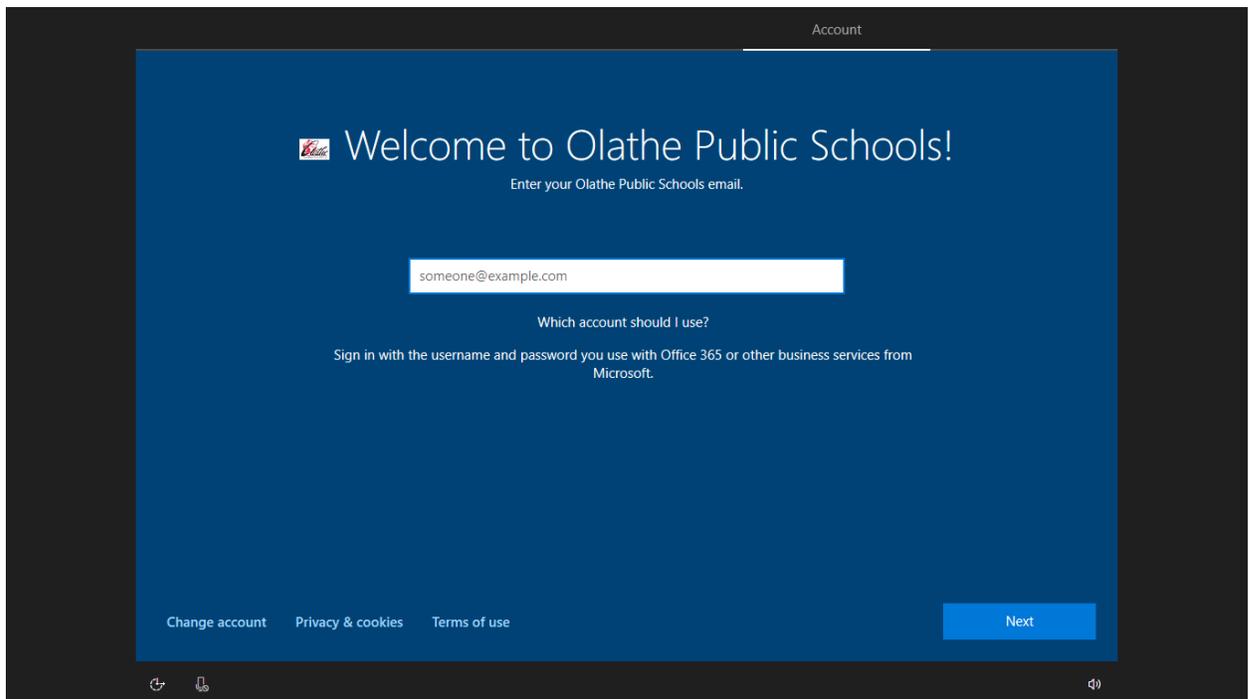
6. <mark>Please leave your computer on and connected to the Internet for at least **30 minutes**</mark> You are finished!
   If you encounter any issues with any steps in the above process, please contact the helpdesk at: **913-780-8058**