

How to Clean Your Chromebook Safely

- **Step 1: Shut down and unplug:** Turn the Chromebook completely off and disconnect the charging cable before cleaning.
- **Step 2: Remove and clean the protective case:** Take off the outer protective case using the specific guidelines found on the school website under **Student Resources**. Wipe the case down thoroughly with a **microfiber cloth** and an **alcohol wipe** before putting it back on.
- **Step 3: Wipe the screen:** Use a dry, clean **microfiber cloth** to gently wipe away fingerprints and smudges from the laptop screen in a circular motion.
- **Step 4: Disinfect the keyboard:** Use a lightly damp (not dripping) 70% isopropyl alcohol wipe to clean the keys and touchpad.
- **Never spray liquids directly:** Do not spray glass cleaner, water, or household chemicals directly onto any part of the laptop.