

# Winnebago Schools Verizon Hotspot Instructions

1. Press and hold the button on the hotspot for 2 seconds until it turns on.
2. Wait 2-5 minutes for the hotspot to become available
3. Once the hotspot is fully on and working, please use the following settings to connect the first time:
  - Network to join: VerizonBago
  - Password: vbago323
4. To shut off the hotspot when not in use, hold the button until it says “Goodbye” then stop holding the button.

Once you have connected to the hotspot the first time, the Chromebook should connect automatically in the future.

If you press the button on the hotspot it will cycle through the information to connect as shown above.

It is not necessary to keep the hotspot plugged in all of the time as it has a battery in it, but it will need to be charged regularly.

If you have problems with low signal, put the hotspot in a window to get a better signal. If necessary, try a different location in your house for the hotspot.

If you have any issues, please send an email to [helpdesk@winnebagoschools.org](mailto:helpdesk@winnebagoschools.org) or call 815-335-3990 and leave a message if no one answers.

## First time setup Chromebook Tips

Power button is on the side of the device.

You will need to connect to the Internet using the wireless icon in the lower right hand corner before the Chromebook will log in.

If you have the camera pop on on login, connect to wifi, shut down the Chromebook and restart it. The normal login screen will then appear.