












Personal Learning Device Familiarisation Guide

You will be using their personal learning device (PLD) frequently for day-to-day learning. It is therefore important for you to familiarise themselves with the key features of PLD.

The table below contains the key activities that you are strongly encouraged to familiarise yourself with your PLD.

Theme		Key Activities	Online Guide	
1	Setting Up and Getting Connected	Powering Up & Shutting Down of Device	Link- https://www.google.com/chromebook/howto/get-started/	QR Code- 
		Connecting to Wi-Fi (School / Home)	Link- https://www.google.com/chromebook/howto/connect-to-wifi/	QR Code- 
		Turn on Bluetooth	Link- https://www.google.com/chromebook/howto/connect-to-bluetooth/	QR Code- 
2	Typing on Your Device	Inputting Capital Letters	Link- https://www.google.com/chromebook/howto/caps-lock/	QR Code- 
		Inputting non-English text	Link- https://support.google.com/chromebook/answer/1059490?hl=en	QR Code- 

3	Interacting with Multimedia	Taking Screenshots & Screen Recordings	Link- https://support.google.com/chromebook/answer/10474268?hl=en	QR Code- 
		Open, save, or delete files	Link- https://support.google.com/chromebook/answer/1700055?hl=en	QR Code- 
4	Stylus	How to use stylus	Link- https://support.google.com/chromebook/answer/7073299?hl=en-GB#zippy=	QR Code- 
5	Keyboard shortcuts	List of keyboard shortcuts	Link- https://www.google.com/chromebook/howto/see-all-keyboard-shortcuts/	QR Code- 
6	Self-help online community / help centre	For any technical issue, you can key in your question and search for the relevant troubleshooting tips.	Link- https://support.google.com/chromebook#topic=3399709	QR Code- 