



**Gary Community School Corporation**  
Doing What is Best for Students - Today - Tomorrow - Everyday

## Logging in to Your Chromebook (First Time Log-In Directions)

### Logging into your new Chromebook will take a few steps.

- You will need a Username and an Initial Password.
- You will then change that initial password to one you will use for the year. You must follow the password directions below for each grade band for your device to work properly.

#### Directions for students in Grades K to 3:

- Username = Your student [ID#@garyschools.org](mailto:ID#@garyschools.org) (This is also your email address)
- Initial Password = Your student ID#
- Change to this New Password: abcd1234 (You must use lowercase letters here)

#### Directions for students in Grades 4 to 12<sup>th</sup>:

- Username= Your student [ID#@garyschools.org](mailto:ID#@garyschools.org) (This is also your email address)
- Initial Password = Your student ID#
- Change to this New Password: Your first initial (lowercase)your student ID #followed by your Last initial (lowercase) NO SPACES See the example below:

*Example for a student in Grades 4 to 12:*

*Student Name: Kelli Mason*

*[Username=23456@garyschools.org](mailto:23456@garyschools.org)*

*Initial Password = 23456*

*Change to New Password: k23456m*