

# 2018 Computer First Time Set Up

## Step 1: Log in

- Login in with your BCPS username and password.



## Step 2: Open Microsoft Word

- Select use “recommended settings” and click Accept.
- Click “Next” until you see No Thanks.
- Click “No Thanks” then click “I’m Done”
- Close Word.



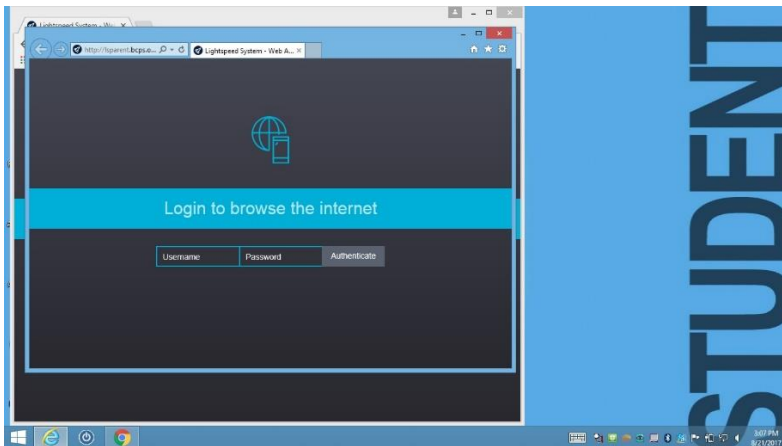
## Step 3: Shut Down

- Click power icon at the bottom of screen.
- Select “shut down” and click OK.
- Wait for screen to power off and close the lid.

## When you get home: Open Internet Explorer



- Connect to your home network.
- Go to [www.pbskids.org](http://www.pbskids.org).
- A login page will appear like the one below. Type your BCPS username and password then click the **Authenticate** button.



- Close Internet Explorer once site loads.

## Troubleshooting Home Network Connections

- If the login page does not appear check your home network connection. Be sure other computers in the home have an internet connection.
- If the login page does appear but there is trouble connecting, try entering your BCPS credentials again.
- If you’ve tried both these troubleshooting steps and still cannot log in, let your teacher know you are having issues when you return to school.