

Laptop Device Setup

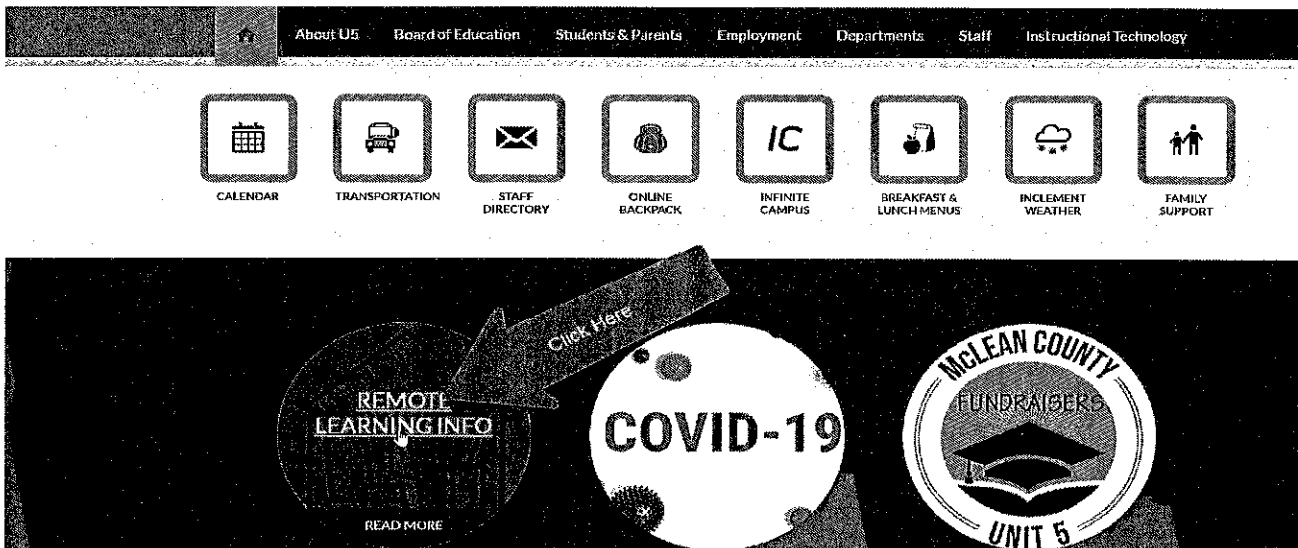
Below is information to help you get your device set up for the 2020–2021 school year.

1. Complete the attached/linked [Windows setup](#).
 - a. Please remember these Dell 3340's are temporary devices that will be replaced once our new devices are delivered.
2. You should have connected to your home internet during setup. If not, you will need to connect before the next steps.
 - a. Please make sure your home has an internet connection with a provider. The providers we have in this area are **MetroNet**, **Comcast** and **Frontier**. All three providers will provide support making sure your connection works correctly.
 - b. Comcast is offering 60 days Free internet access for low income families. Please see the attached document or open this [link for more information](#).
3. For the following step you will need to access your student's Unit 5 email address. This will also be their username. See the attached/linked [Finding Student Username–Email](#)
4. Download Microsoft licensing.
 - a. Each of the Dell 3340s are handed out with a [Windows Production Key](#) for those devices.
 - b. Once the initial login is completed parents will have 30 days to set up the Windows Production Key.

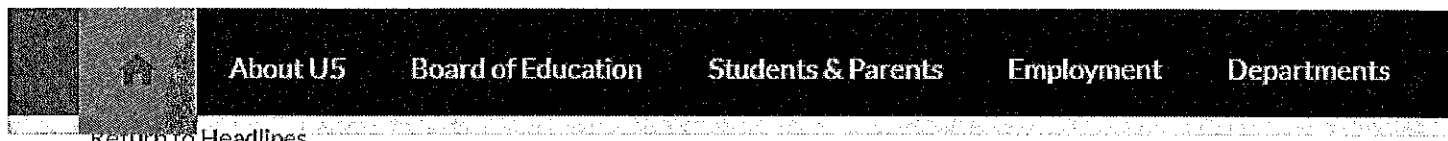
If there are issues during setup, please email remoteissues-PK-5@unit5.org for support.

Once your computer is up and running and connected to the internet, please see the [Parent and student video tutorials](#) which can found by going to:

- www.unit5.org
- Click on the **Remote Learning Info Button** in the middle of the page.



Click on "I have a Device...Now What?"



REMOTE LEARNING INFO

REMOTE LEARNING INFO

Watch this page for updated info for the 2020-2021 school year

[REMOTE LEARNING PLAN](#) ↓A

[2020-2021 CALENDAR](#)

[WALK IN REGISTRATION](#) ↓A

[SCHOOL SUPPLY LIST](#)

[REGISTRATION INFO](#)

[FEES](#)

[STEPS FOR COMPLETING DEVICE SURVEY](#) ↓A

[TECH SUPPORT FOR UNIT 5 DEVICES](#)

[BREAKFAST/LUNCH INFO](#)



[K-2 Tablet Set-Up](#)

[K-5 Laptop Set-Up](#)

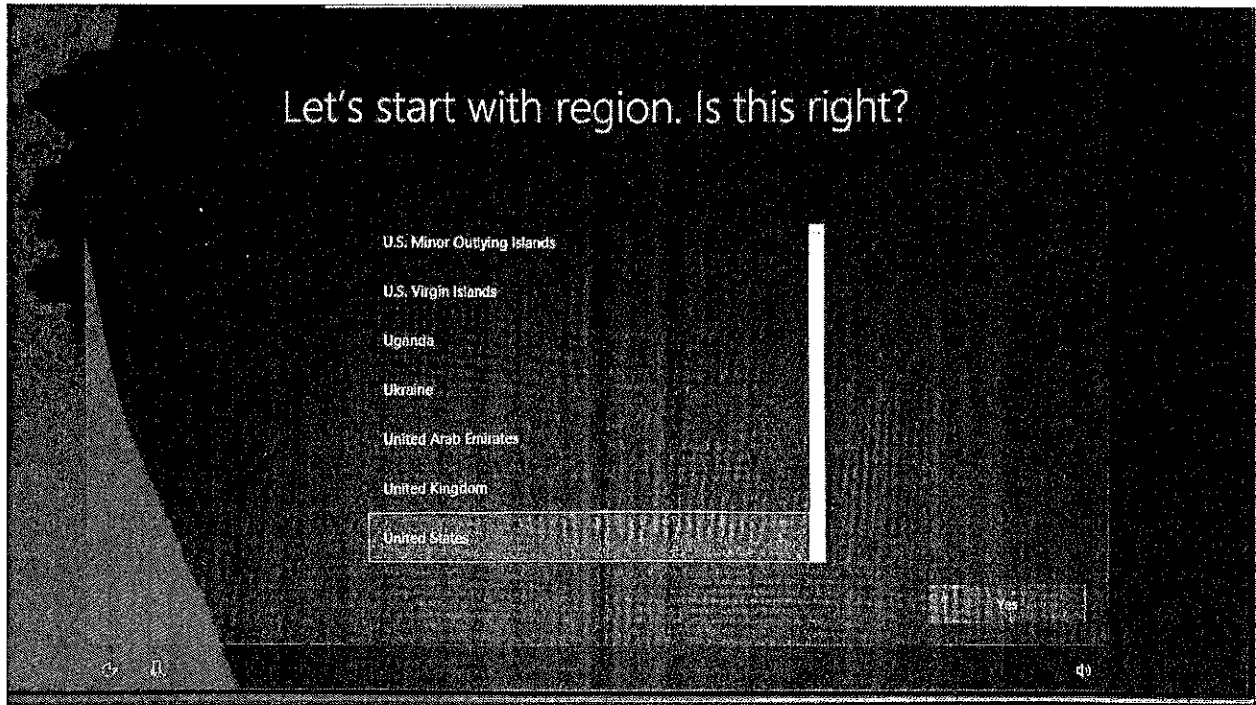
[I Have a Device..Now What?](#)

Parent and student video tutorials – Located on our Unit 5 Remote Learning Website

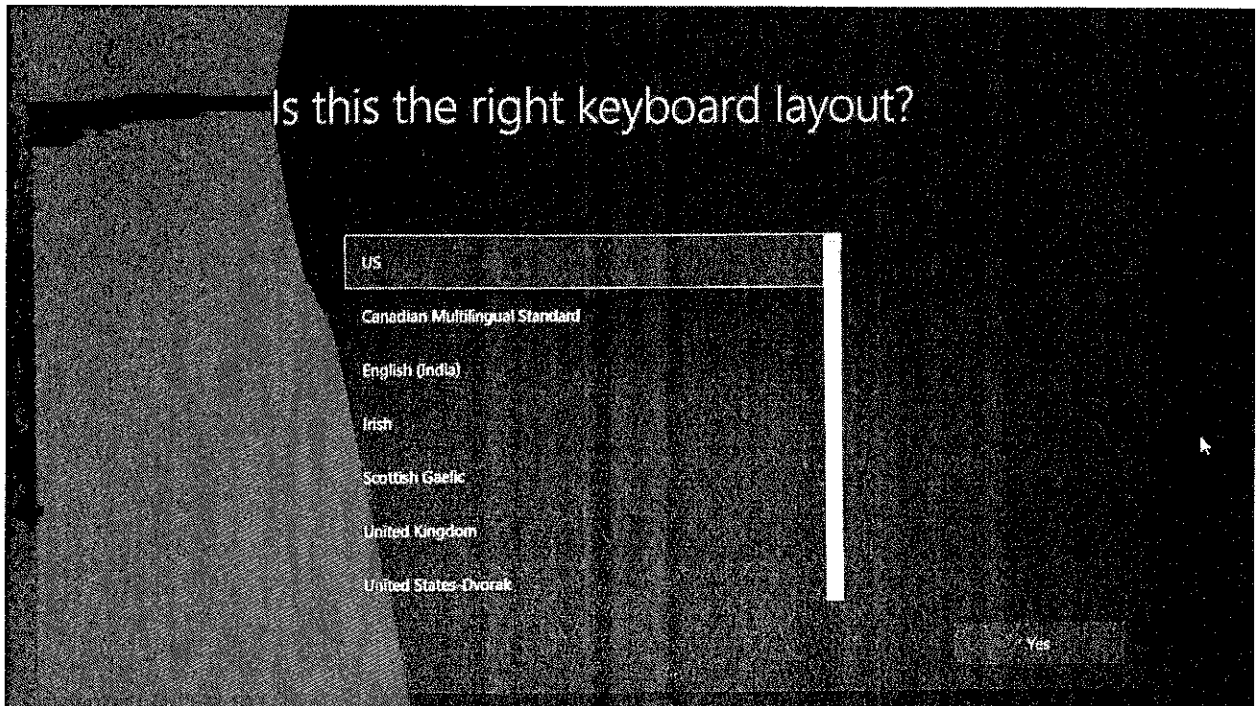
- I have a device, now what? Select the corresponding orange button for the type of device you have and follow the set of instructions
 - Clever
 - Seesaw
 - Google Classroom

Windows 10 Setup

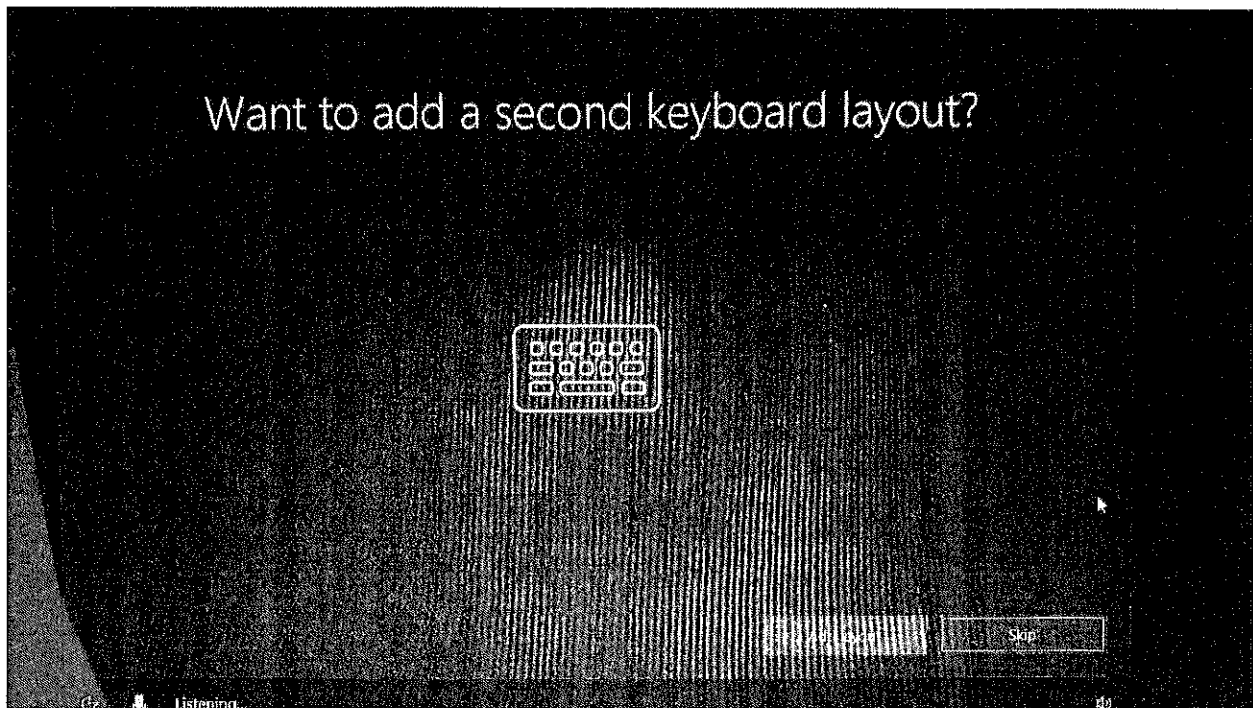
Select Region and Click Yes



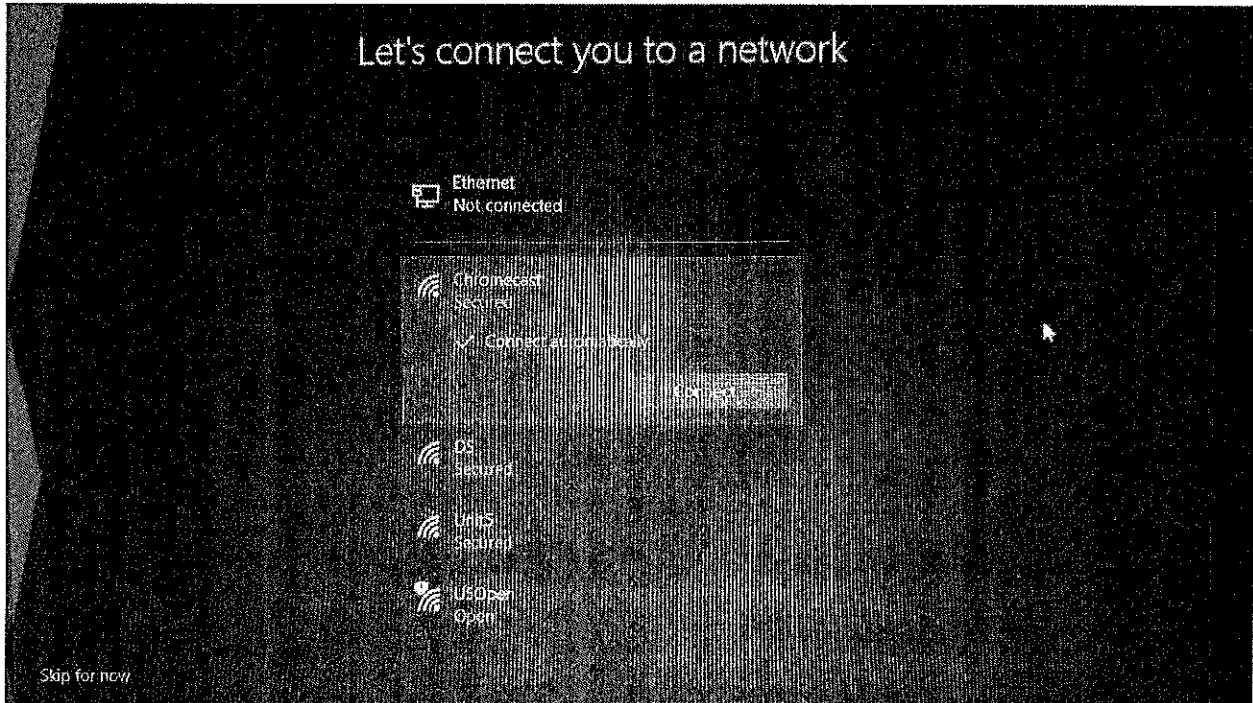
Select Keyboard Layout and Press Yes



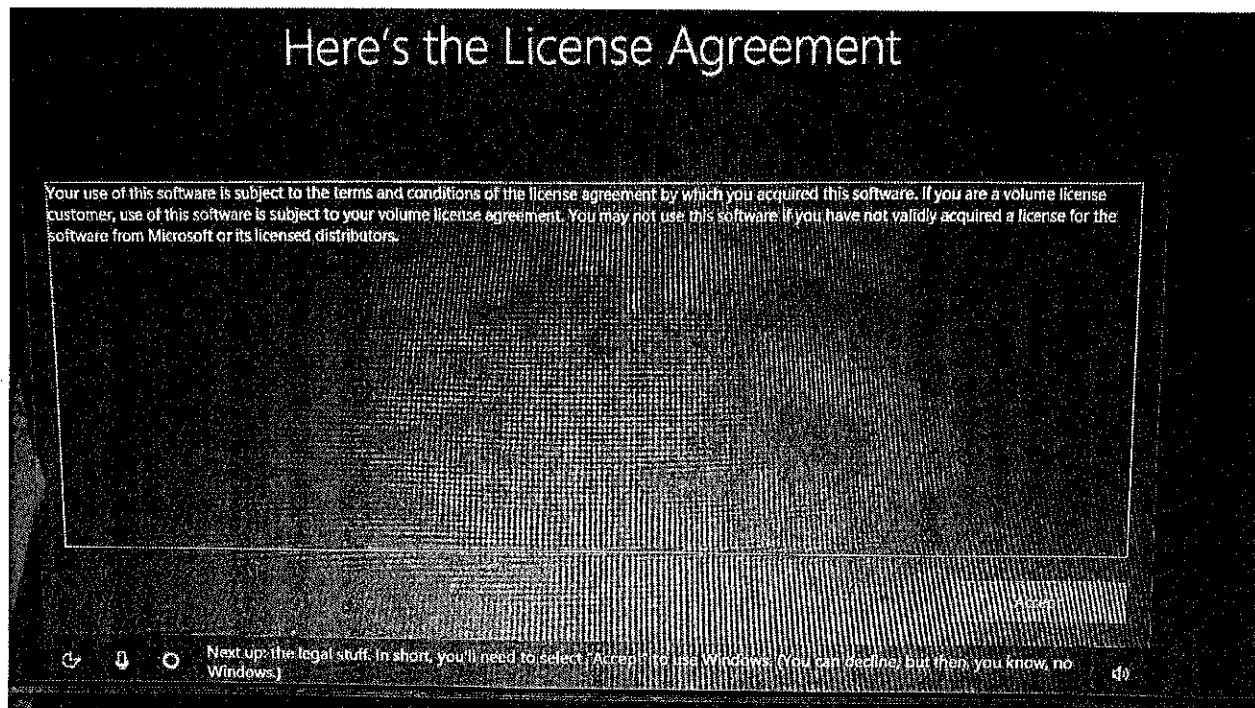
Press Skip



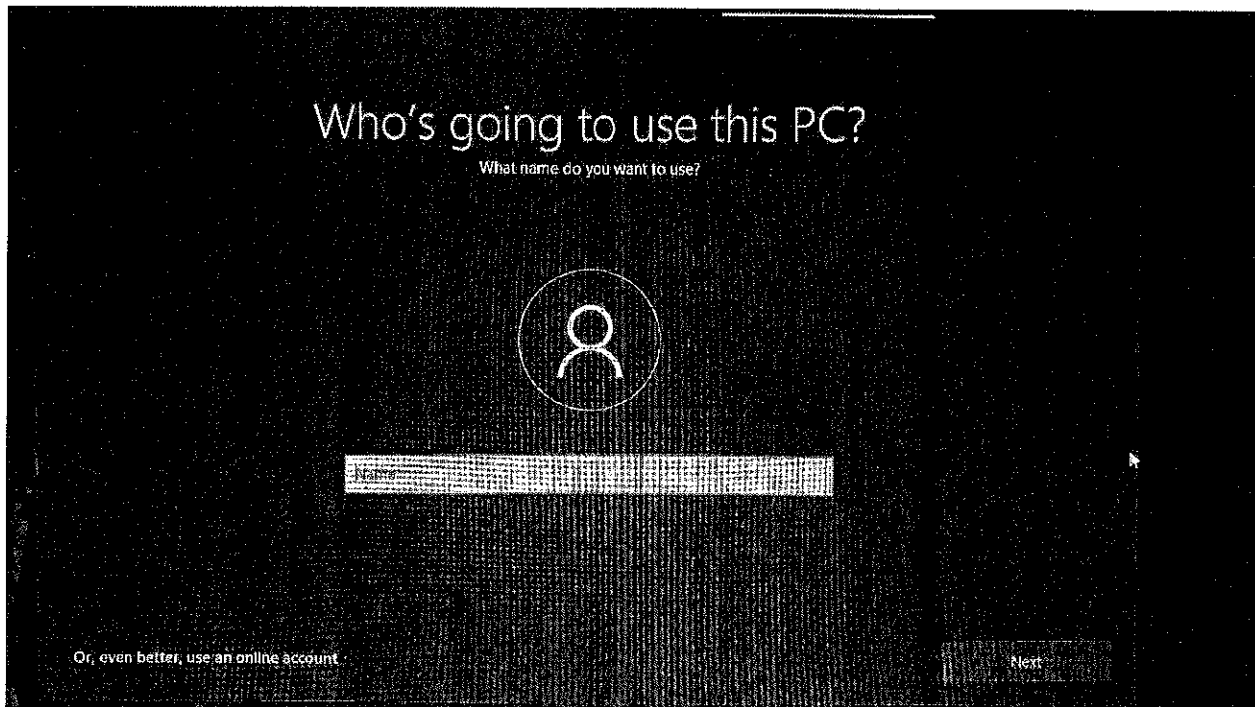
Connect to your home WIFI Network (SSID)



Accept the License Agreement




Type in your student's name



Type in a password

Create a super memorable password

There's no way to retrieve a lost password for this kind of account, so make sure to pick something you'll be absolutely sure to remember.



password

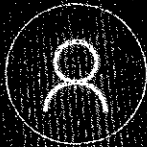
Or, even better, use an online account

Next

Type in the same password again

Confirm your password

Now, confirm that password.

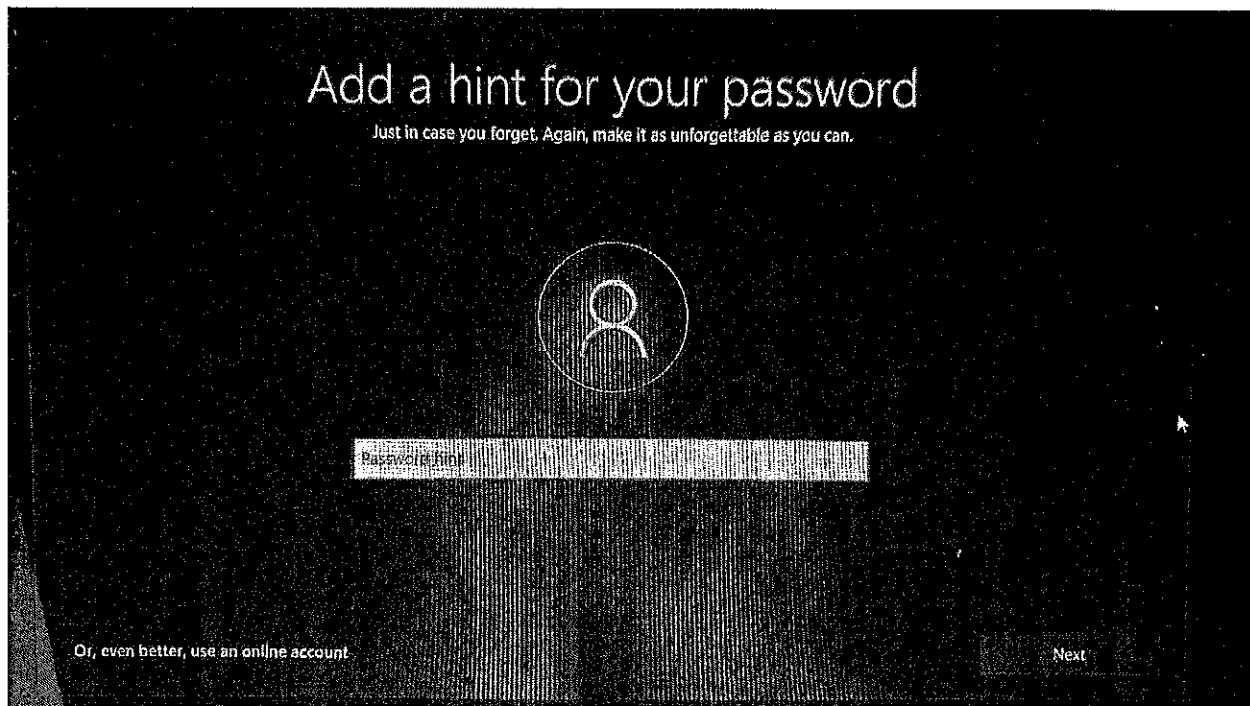


Confirm password

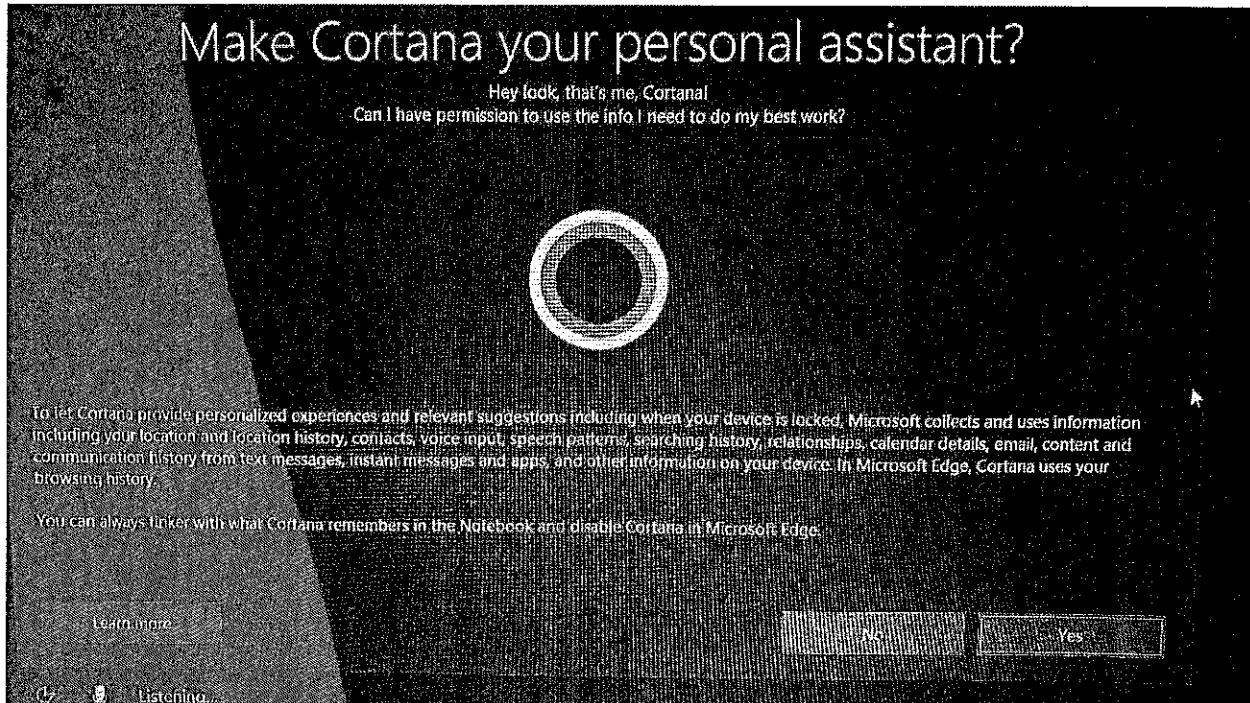
Or, even better, use an online account

Next

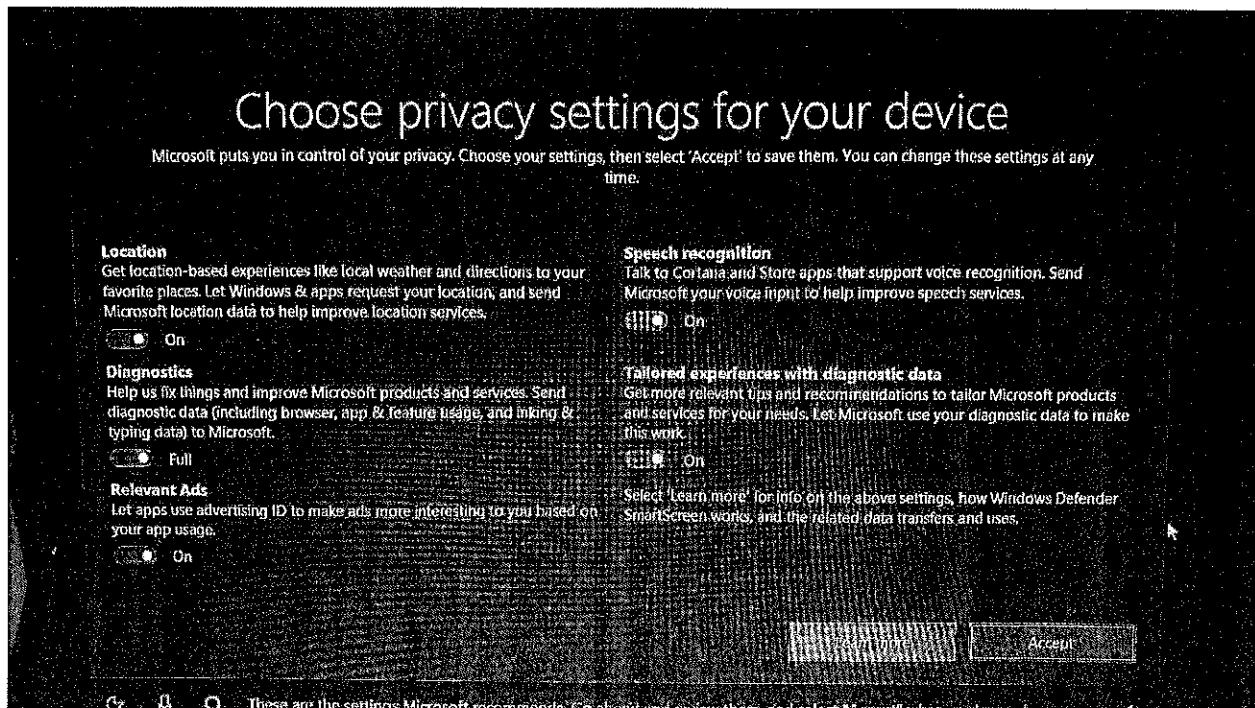
Type in a hint in case you forget your password



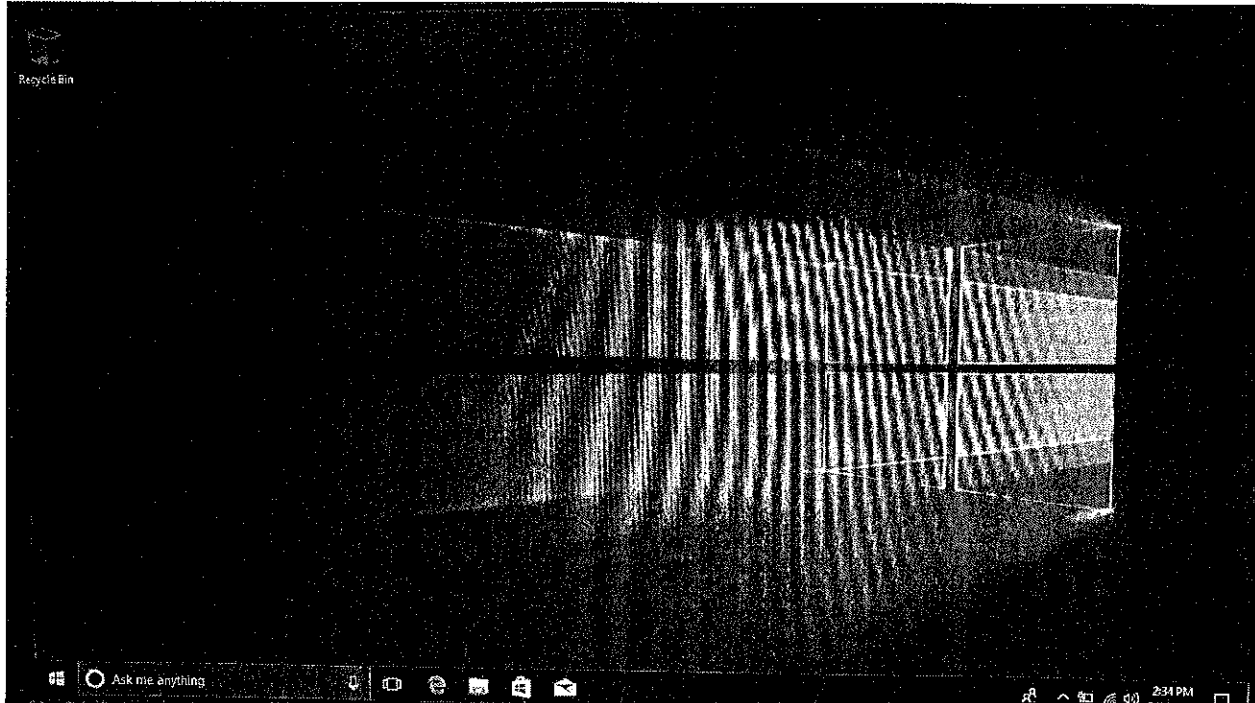
Click Yes



Click Accept



You are now setup and ready to go





Comcast is offering FREE internet for low income families for 60 days.

Beginning Monday, March 16, 2020, Comcast is offering 2 months free to new Internet Essentials customers in response to recent and anticipated emergency measures associated with the Coronavirus (COVID-19).

New customers will get complimentary internet essentials service for 60 days, which is normally available to qualified low-income households for \$9.95 per month.

All new customers will receive a free self-install kit that includes a cable modem and WiFi router. It is a no term contract.



To sign up call: 1-855-846-8376 or go to:
<https://www.internetessentials.com/covid19>



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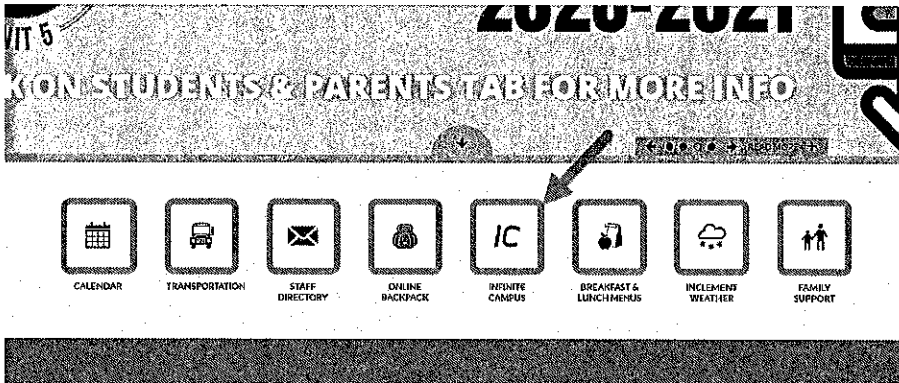


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Finding Student Username-Email Address

1. Locating your student's login information:

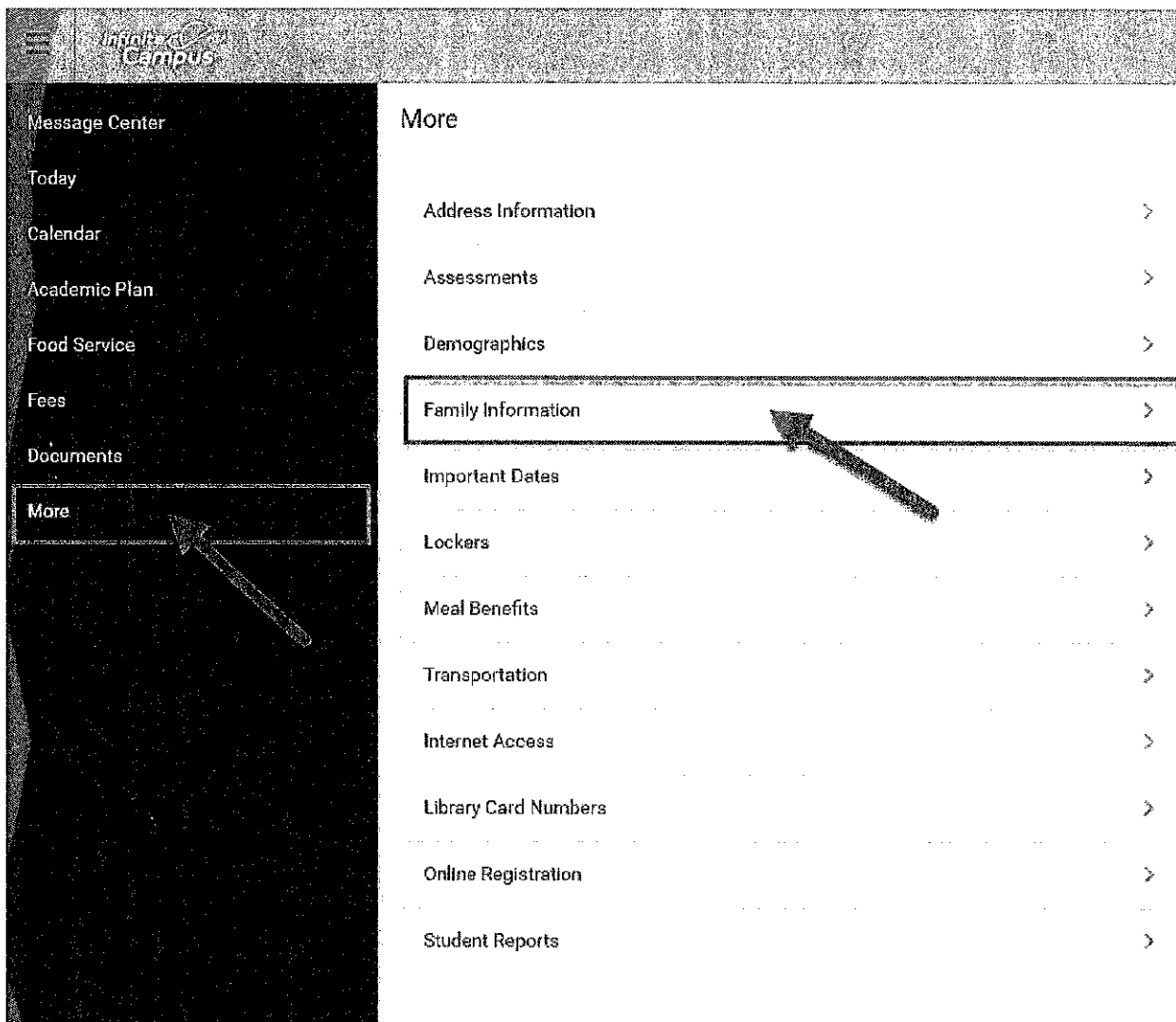
- a. Go to the Unit 5 Website to access Infinite Campus or access from your Parent Portal App on your phone..



b. Log in to the Infinite Campus Parent Portal

A screenshot of the Infinite Campus login page. The page has the "Infinite Campus" logo and the tagline "Transforming K12 Education®". It also says "District Edition" and "Version: Campus.2024.6 McLean County Unit 5". The login form includes a "Single Sign-On (SSO)" button, a "Username" field, a "Password" field, and a "Log In" button. There are also links for "Forgot Password?", "Forgot Username?", and "Help". Three numbered instructions are overlaid on the page: 1. Enter your Username (Generally Firstname-Lastname), 2. Enter Password, and 3. If you have trouble logging in, click on Forgot Username or Forgot Password.

- c. Click on "More"
- d. Click on "Family Information"



e. Locate your student's name.

< Back

NAME Information

Student Name

Contact Information

Phone

Cell: (309) 867-6309

Email

123456789@myunit5.org

Update

- f. The username is the same as their email address.
- g. Type in the username/email address
- h. Type in the password: Welcome1
 - i. Be sure to use the uppercase W

If there are issues, please email remoteissues-PK-5@unit5.org for support.

Parent and student video tutorials – Located on our Unit 5 Remote Learning Website

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Retrieving Your Windows 10 Product Key

NOTE: You must go through the initial Windows 10 setup on your computer and be connected to the internet before proceeding.

Step 1: Register for an Account to Obtain your Activation Key

1. Open *Microsoft Edge* on your computer and navigate to: <https://mcud.onthehub.com>
2. Click *Register* in the top right of the page.
3. Enter your Unit 5 e-mail address in the *Organization-Issued Email Address* box (ex: 000000000@myunit5.org)
4. Fill in your information on the Account Registration page (which is depicted below) and click *Register*

First Name* Last Name*

Username* Email Address*

00000000@myunit5.org 00000000@myunit5.org

Choose a Password* Confirm Password*

Password must be at least six characters long

Proof of Eligibility

Your Organization* Organization-Issued Email Address*

McDon County Unit District No 5 00000000@myunit5.org

Group of which you are a member*

Students

You will be liable for the full price of any products you have ordered if you are unable to supply proof of your eligibility upon request

☐ Please keep me informed of products, services, and information specifically related to this offer (Required for program consideration)

Type the text

Privacy & Terms

Back Register

5. Next, log into your e-mail and click the link in the e-mail you were sent (from noreply@kivuto.com) after registering to verify your account. This e-mail may take a few minutes to show up. Check your spam folder if you do not see it.

Step 2: Use the account you registered to obtain your Windows 10 Product Key

1. Sign into your account using the e-mail address and password you created at: <https://mcud.onthehub.com>
2. Click on *Windows 10*, add it to your cart, and click *Check Out*.
3. Read through the *User Acceptance Form*. Then, fill in your *Username* and *Signature*. Now, click *Accept*.
4. A screen confirming your order will show up. Click *Proceed With Order* (you will not be charged for the single key to which you are entitled).

Step 3: WRITE DOWN OR PRINT YOUR WINDOWS 10 PRODUCT KEY

Your *Windows 10 Product Key* will be presented in RED TEXT (ex: 12345-abcde-67890-fghij-12345). You need to write down the product key or print off the page with your product key. Do not share it with anyone; you should treat it like you would treat a password. Your product key may only be used ONCE. You will not be able to obtain another product key.

Turn page over for instructions on how to activate *Windows 10* with your product key



Activate Windows 10

Click the Window on the bottom left –



Type “activate”

Click “See If Windows is activated”

Click Change Product Key – Click Yes If asked to allow this app to make changes

Type in Product Key – After typing in key Windows will automatically start to activate

Click Next to agree to Microsoft Software License Terms

Windows is now activated