

Dell 3190 2-in-1 Student Laptop Setup Instructions – High School

Updated: 10/1/2020

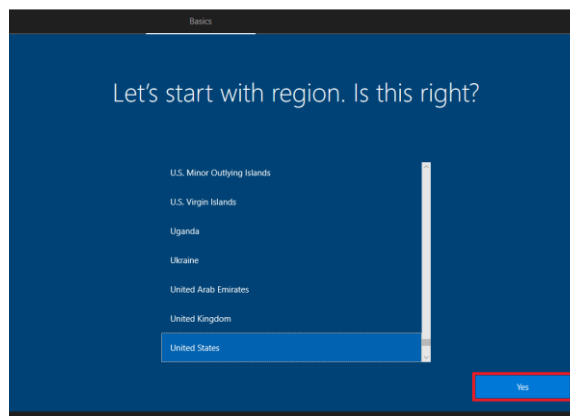
Today your student received a Dell 3190 2-in-1 laptop, which is a 100% cloud-managed device. We are very excited to provide this device to you! Please go through this setup guide with your student prior to the start of school on Monday, October 5, 2020. If you have any questions, please enter a Parent Support Ticket in the ticket portal.

Before You Begin:

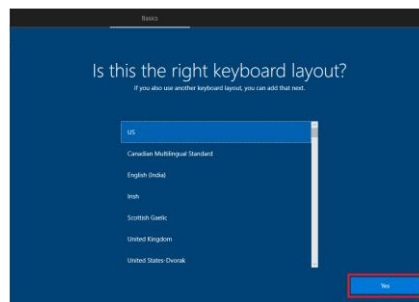
- The setup process will require Internet access. Do not start the process if you do not have access to a reliable network.
- If your home internet uses a filtering or parental control system, you may have difficulty completing the process. (NetNanny, Xfinity Parental Controls, Safe Family, etc.) If you experience issues, please disable this feature until setup is complete.
- Complete all steps carefully. The process should take about 15-20 minutes and should be done in an uninterrupted timeframe.
- Plug the device into a working outlet to ensure your device does not lose power during the setup process.

Setting Up Your Dell 3190 2-in-1

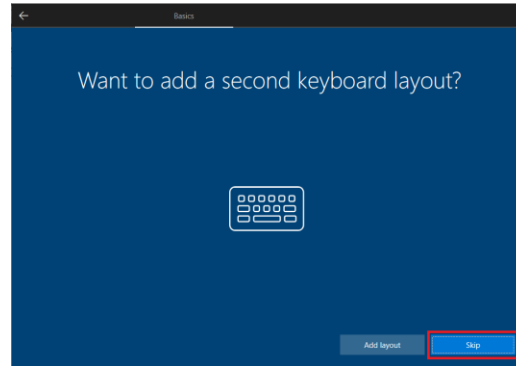
1. Find the Power Button and power the device on. The laptop should be plugged in as you go through the initial setup.
2. When the device starts up, select **United States** as your region then click **Yes**. *Note: If a time zone is requested, be sure to select **Eastern Standard Time Zone**.



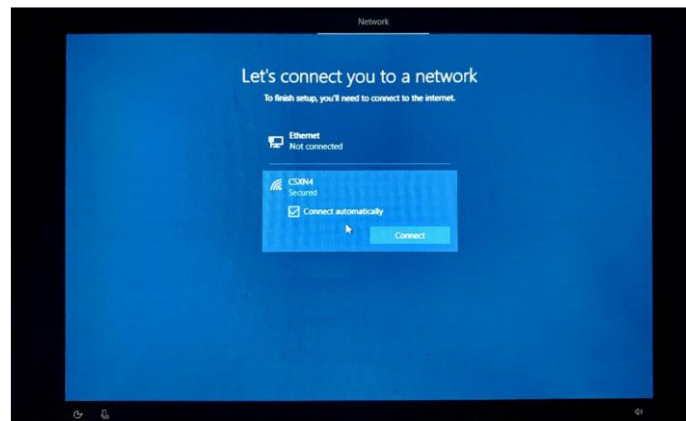
3. Select **US** for the keyboard layout, then Click **Yes**.



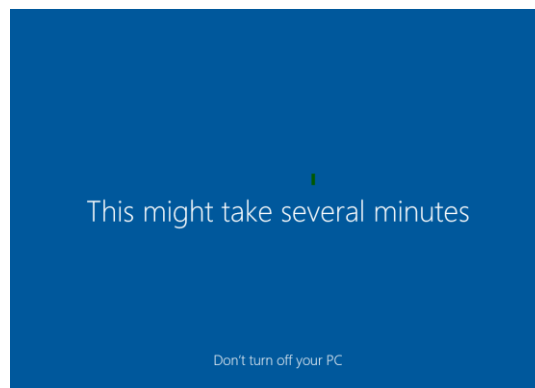
4. The default keyboard is **US** so you can click Skip on this screen.



5. The next screen will ask you to connect the device to a Wi-Fi network. After the device is connected, it may automatically restart.



6. When you come to the login screen, it will show that this device belongs to the Peters Township School District.
 - a. Type in your full email address and click **Next**. (E.G.: 32SmithA@ptsdwebapps.com)
7. The device will start to login. **Do not restart or turn off your device during this portion of the process.**



8. Once at the login screen, you may be prompted to enter your username and password again. Your username is your full PTSD email address. This may not appear during the initial setup process. The initial setup is now complete. Be sure to restart your device each day for the first few days so updates and installations can complete in the background.

Applications

Once the initial setup is completed, the device will begin automatically installing applications from the Microsoft cloud. The applications included, but are not limited to, the following:

1. Google Chrome
2. Adobe Reader DC
3. Lightspeed Internet Filtering 1.5.1
4. PaperCut Print Client
5. Office365
6. Adobe Creative Cloud Suite**

Do not interrupt or cancel any of these installations. Cancelling the installation will prevent the student from being able to access content for class work.

*** The Adobe Creative Cloud Suite will automatically install on the student computer only if enrolled in Media or Art courses using the applications as part of the curriculum.*

Additional Information

At the time of this deployment, Microsoft is experiencing synchronization issues with the clock through Microsoft Intune. The clock in the taskbar may show an incorrect time. Microsoft is aware of the issue and working toward a resolution.

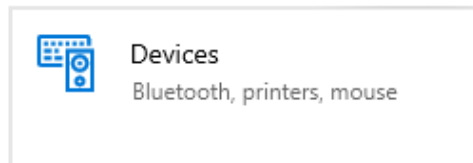
Device Care: We expect all students to treat our devices with care.

- Use two hands when holding or moving the laptop.
- Use clean hands while using the laptop.
- Use only the provided digital pen on the screen.
- Use only the power adapter that came with the laptop.
- Use a microfiber cloth to clean the screen.

Do not place stickers or write on the device.

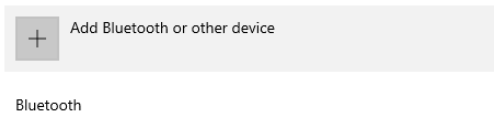
Connecting the Dell Active Pen to the Device

1. Left click on the **Start Menu** and open the **Settings** menu.
2. Select the **Devices** option from the menu.

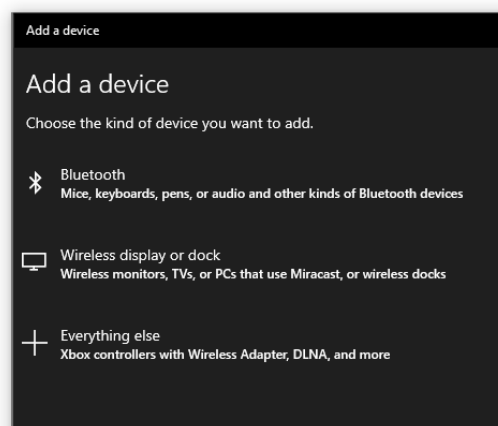


3. Select **Add Bluetooth or Other Devices** option.

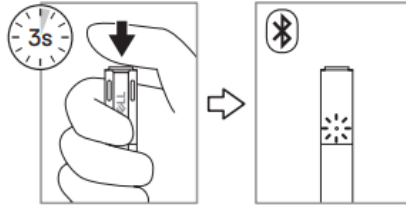
Bluetooth & other devices



4. The **Add a Device** dialog box will appear. Select the **Bluetooth** option.



5. Enter the Dell Active Pen into Discovery mode by pressing the button on top of the pen down for 3 seconds.



6. Choose the Dell PN579X from the list. The pen will automatically install.



7. When setup has completed, select the **Done** button. Your pen now connected to your device.

