E If 5 or more students in one class receive the **R R** message, then the teacher should contact the Help Desk (357-7630 or <u>HelpDesk@fusd.net</u>) to report the problem and ask if the VPN is working. Otherwise, these instructions should be provided to parents and students as needed.

- 1. FUSD laptop must be used.
 - a. iO online testing will not work through a student's personal device.
- 2. FUSD device must be connected to the District's VPN.
- 3. Students should access the iO Online Testing link through ClassLink.

Ε

- 1. _____ the FUSD laptop.
 - a. Click the Start icon that is located in the bottom-left corner of the screen, then select the Power icon to shut down the computer:
 - b. **E** Student computers must be properly shut down every day. Closing a laptop is not shutting down. Shutting down will allow the device to receive necessary updates the next time it is turned on.
- 2. Turn on the laptop.
- 3. _____ logging into the FUSD laptop, make sure home Wi-Fi or hotspot is connected by clicking the wireless icon in the bottom-right corner of the screen. If needed, connect to the home Wi-Fi or hotspot before going to Step 4.
- 4. Make sure