

## Tips on Cleaning and Disinfecting Your Chromebook

The technology you use can foster germs. It's important to regularly disinfect your technology especially during cold and flu season. Here are some guidelines for how to properly disinfect your Chromebooks, laptops, tablets, iPads and other classroom technology:

1. Power off and unplug your device prior to cleaning the device.
2. Never spray anything directly on the device. Spray a disinfecting solution on a microfiber cloth first, then wipe the device with the cloth. Do not use paper towels in lieu of a microfiber cloth.
3. **Do not use any chemical cleaners on the screen of any device because this can damage the screen** (including disinfecting wipes). Screens must be cleaned with electronics wipes or screen cleaner.
4. Wipe the keyboard and outside of the device with a disinfecting wipe (ex: Clorox wipes) or a microfiber cloth sprayed with a cleaning agent. **NEVER USE** abrasive cleaners such as Comet or Ajax.
5. Wash your hands or use hand sanitizer before and after using your device especially when the device is shared with others.