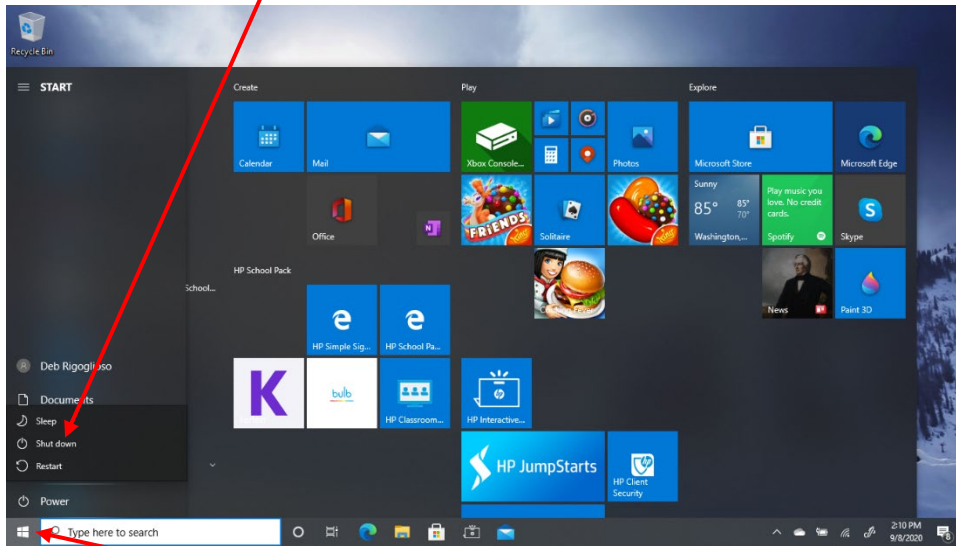


District Laptop Updates Checklist

1. Please be sure to Shutdown your laptop nightly. Closing the laptop lid is only putting your device asleep.
 1. To shut down your laptop
 2. Go to the Windows icon
 3. Click Power
 4. Click Shutdown



PLEASE GET INTO THE ROUTINE OF SHUTTING DOWN YOUR DEVICE NIGHTLY.