Hacks to Instantly Improve Your Remote Learning with a Chromebook

1. **Turn your chromebook off at night.**
   - Why this works: Some chromebooks use more and more memory the longer they are on.
   - How to get it done: click on the clock in the lower right corner of your screen. You'll see the option to power down (⏻) in the dialogue box that pops up. You can also hold down the power button for a few seconds and choose the power down button.
2. **Close down the tabs that you don't need open for the lesson. Restrict the number of tabs you'll need for the lesson.**
   - Why this works: Every tab that's open is using RAM and each bit used will slow down your Chromebook.
   - How to get it done: Click the X on the tabs that you want to close. Be sure that you don't have a secondary window open with more tabs! You can use the shortcut **SHIFT + ESC** to view all of the memory being used by your Chromebook in a given moment to make sure you don't have an extra window hiding!
3. **Clear the cache and get rid of cookies.**
   - Why this works: The cache stores random bits of information from the Internet onto your computer. Cookies are packets of data that identify your computer to the network. Both take up valuable memory in your Chromebook. Clear them out, and you speed up your Chromebook!
   - How to get it done: Open your Chromebook, log in, open up Chrome, and click the three dots in the upper right corner. Hover over "More Tools" and select "Clear Browsing Data." You can check off what you want to clear and how far back you want to clear it (the cache is the most important to clear followed by cookies). Now click "Clear Data" and you are good to go! Video Link
4. **Make sure Chrome OS is up to date**
   - Why this works: Google is constantly making updates which improves the functioning of your browser. Most recently, they've made updates to increase the efficiency of Google Meet.

- How to get it done: Open your Chromebook, log in, open up Chrome, and click the three dots in the upper right corner. Hover over "Help" and click on "About Google Chrome." Chrome will check for updates when you are on this page. To apply any available updates, click "Relaunch." (FYI: Clicking relaunch will close your tabs and you may have to resync/re-sign into the browser). Video Link

5. **Don't use Google Drive in Offline Mode**
   - Why this works: Google uses RAM to sync your online documents so that they can be used offline. This isn't a big deal if you don't have a lot of documents to sync, but after using Google for a while, the number of documents builds up as does the amount of RAM necessary to sync them.
   - How to get it done: Go to drive.google.com and click the gear icon in the upper right corner. Select "Settings" and scroll down to "offline." Be sure that the box is **UNCHECKED**. Video Link

6. **Delete extensions that you no longer need**
   - Why this works: All browsers will slow down if they have too many extensions running in the background.
   - How to get it done: Get rid of unwanted extensions by opening a new tab and typing in **chrome:extensions**. From here you can easily disable or delete extensions that no longer serve you. Video link

7. **Adjust your video settings so they are at a lower resolution, so you only see one video at a time, or disable them completely.**
   - Why this works: the amount of RAM your Chromebook needs to receive and send videos will depend on the quality and quantity of videos you are sending and receiving. By reducing both of these variables related to videos, you can improve your device's performance during Google Meets.
   - How to get it done: In the Google Meet click the three dots in the lower right corner and select "Settings." Select "Video." You'll have some options available to you:
     i. Camera - the place your video is coming from - on a Chromebook you'll likely only have one option so you don't need to change this.
     ii. Send resolution: The image quality from your device that others see - reduce the resolution to preserve RAM
     iii. Receive resolution: The image you see from the other participants

1. reduce the resolution to preserve RAM
2. Single feed - turn off the other participants thumbnails to preserve RAM
3. Audio only - to use the least amount of data turn off the videos [Video Link](#)

8. **Use built in shortcuts to make your Meet more efficient.**
   - Why this works: Instead of using the mouse to get the bar to pop up at the bottom you can instantly make Meet things happen without ever leaving your keyboard.
   - How to get it done:
     i. Turn your camera on and off with **CTRL + D**
     ii. Turn your audio on and off with **CTRL + E**
     iii. Split your screen with **ALT +]** or **ALT + [**