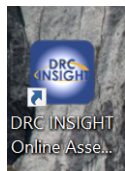


## MICROSOFT SURFACE UPDATE

In an effort to prepare for the spring testing season, we are asking that students update their school issued Surface tablets with needed software/security applications. Below are some simple instructions on how to accomplish this:

1. Please restart the tablet while on a Wi-Fi network (Click the Windows icon, Click the "Power/Battery" icon, and tap "Restart")
2. After restarting and logging back in with the students' Fulton County credentials, please click to start any needed updates.

*(Click the Windows icon, click the "Settings" option, click "Updates and Security" and click "Check for Updates" and/or "Start Downloads" of any needed/available updates)*



DRC Insight is the testing app that is used to administer the End Of Course Assessments in a secure online environment. **We will be administering EOC tests to students this spring via the Microsoft Surface, so it is vital that students have this app installed using the directions above.** If you need any assistance with this process, please see Mr. Tran or the Tech Eagle helpers at the Media Hub help desk.

**STUDENTS** - PLEASE CHECK YOUR FULTON SCHOOLS EMAIL ACCOUNT FOR REMINDERS. *(Students must access their FCS email account through Microsoft Outlook on their issued tablet.)*