

If you keep getting messages saying “Insufficient Disk Space” on your Chromebook, try the following:

A. Delete files hiding in your downloads folder.

1. Open Apps bar.



2. Open Files

3. Navigate to “Downloads”

4. Select and delete unneeded files.

B. Delete offline files you don't need.

1. Open Apps bar.



2. Open Files

3. Navigate to “Offline”

4. Select and delete unneeded files.

C. Turn off offline sync.

1. In Google Drive, click on the gear icon.



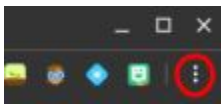
2. Choose "Settings."

3. Make sure the box next to "Offline" is not checked.



D. Clear browsing history/cache.

1. In Chrome, click on the three vertical dots in the upper right corner.



2. Choose "More Tools."

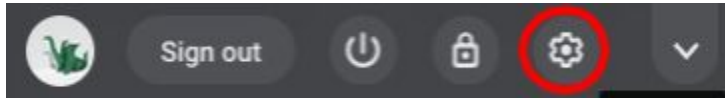
3. Click "Clear Browsing History."

4. Set to "All Time," select the desired categories, and click "Clear data."

E. Remove unneeded apps.

1. Click the clock in the bottom right of your screen.

2. Select the gear icon.



3. Choose “Apps” on the left hand side.

4. Select “Manage your Apps”

5. Select any app you have installed\* and click “Uninstall”

\*Some apps are pushed out by the district. These cannot be removed.