LEEMING SHS
HARMONY ~ EXCELLENCE

2019 LEEMING SENIOR HIGH SCHOOL BYOD FAQ

Q: What is BYOD?

A: Bring Your Own Device, or BYOD, is a technological trend in education and in the corporate world. At Leeming SHS, we envisage using technology to ensure students are engaged in a challenging curriculum that is focused on inquiry-based learning, developing critical thinking skills and focusing on hands-on learning for students to become competent 21st Century digital citizens.

Q: How does BYOD work?

A: In 2019 students in Years 7 to 11 are expected to bring their own computing device to school every day.

We are making recommendations as to the model of device you may choose to bring and JB Education is the preferred supplier.

If you have a technical background, there may be something of your own choosing that meets our **minimum specifications** that you choose to bring.

Q: What software is needed on the device?

A: MS Office needs to be on the device.

The Department of Education has provided free installation of MS Office 365 for all students. Students will need to log onto their school email, click on the 365 icon and install it from there. There are instructions on how to do this on Connect>Library>BYOD folder.
In most cases there are free options for software. Leeming SHS has a software list of websites and apps with compatible free options

Q: What is the preferred device?

A: Surface Pro 4 or above
**   or**
**   Surface Go**

JB Education has presented a range of devices / prices that all meet the **minimum specifications to enable connection to the school network**. Students may choose to have the tablet and keyboard or they may prefer to just have the tablet.

Additionally, it's possible you already own or use a device which meets the device specification, in which case, bring it in.

Q: What are the minimum specifications required?

A: Only computers meeting the minimum specification will be able to be connected to the school's network.

Whilst at school, students must connect to the school's network (this allows access to the Internet and other network facilities).

- ❖ **Windows 10 Pro (Not Home)**
- ❖ **Touch screen and Digital Pen enabled (to allow handwriting)**
- ❖ <u>**Please note**</u>**: Do Not use Windows 8 home or Windows 10 home, as they have limited connectivity on the network and will not allow software to be installed.**

We suggest a tablet with an attachable keyboard, however a notebook meeting the requirements will also be accepted.

Q: Is there a recommended supplier?

A: JB Education is Leeming SHS's preferred supplier for 2019. The Leeming SHS Portal has a range of devices/prices that all meet the minimum specs required to connect to the school network (Microsoft is winding down production of the Surface 3 and are not supplying JB Education, but they are still available at other retailers.)

Leeming SHS preferred supplier is JB Education.
Their portal can be accessed by going to the following website:

Website: https://www.jbeducation.com.au/byod/
Password: leemingshs2019

Orders can be made via the JB Education Leeming Portal and you select which JB Hi-Fi store you wish to collect your device from.

Q: Can I buy my device from an alternative supplier?

A: You may choose to buy your device from any supplier; however we strongly recommend that you ensure that the device meets the minimum requirements and that the repair/replacement policy allows for a quick turnaround should it be required.

Q: Why do I need Windows 8.1 Pro or Windows 10 Pro?

A: Devices need Windows 10 Pro for connectivity to the school network. If your device has Windows Home, you can purchase and upgrade online. (Providing you have enough bandwidth, set it up overnight as it takes quite a while.)

Q: My child has an Apple Air – is that ok?

A: Yes, Apple laptops are able to be connected to the school network and there is now the free Office 365. **However, please be aware that there is limited functionality** ie – some websites do not load properly, have no touch screen and limited printing functionality.

Q: Who owns the tablets?

A: At all times the device is owned by the student/parents.

It is recommended that parents have access to the device and occasionally check the software, apps and other files saved on the computer to ensure that they are legal and ethical and suitable for school.

Q: Does my child need to take the device to school every day?

A: Yes, it is part of the BYOD Agreement that the <u>device is brought to school every day, fully charged.</u>

It is not a requirement that the devices will be used every lesson, the teacher will decide based on the particular task at hand if it is appropriate to use the computer during the lesson.

Q: Will my child use the device in every lesson?

A: No, there are some learning areas that will use the devices regularly whereas other areas may not. Teachers are developing programs that incorporate the use of the technologies available to enrich the learning experiences of the students.

Q: Is the digital pen necessary?

A: Writing is one of the main priorities for 2019, so students are encouraged to use the pen where possible.

Q: What are my child's responsibilities when bringing the Notebooks/Tablets to school?

A: In agreeing to take part in this program, students are agreeing to use their device in an ethical, legal and responsible manner at all times – ie at school and also at home.

Students and parents must ensure that:

- This School Network & BYOD User Agreement is adhered to.
- The ICT Policy of the school is adhered to. Students must at all times use their device and the school network in a responsible manner. Normal school rules will apply to all inappropriate behaviours and use.
- They comply with all laws that apply to the internet, communications and copyright (eg cyber bullying and plagiarism will not be tolerated).
- Privacy and security (of the student and others) will be respected, unauthorised personal information will not be shared and no attempt will be made to access personal information of others.
- Illegal copies of software, games, music files etc are not installed/downloaded on the device for use or sharing at school.

Q: What happens if my child's device is damaged or lost at school?

A: The students and parents must accept full responsibility for the care and use of their own device. In particular, Leeming SHS does not accept responsibility for theft or loss of the device (in parts or whole) or any accessories. It is recommended that families check the details of their personal insurance coverage for events of loss or damage to the computer
Technical support is not provided for hardware or software problems that may occur with the devices (this could void your warranty). Such assistance remains the personal responsibility of the student as a private matter.

Q: Does the school help the kids with their devices?

A: To enable the efficient and effective use of the BYOD scheme during school hours, students will be given access to the school network. Students will be trained and given supporting documentation on how to access school network facilities. (Library)

Q: Initial procedure to connect to the school network

A: Students will need to hand their completed Learning Technologies Usage Agreement & Student Parent Memorandum of Understanding to the Administration or Library.

Year 7 students will learn how to use their device and connect to the school network during Digital Literacy & Inquiry Skills lessons towards the end of Term 1. This will prepare students to start using their devices in Term 2.

System Administrators are available at lunch time in the Library on Monday, Wednesday and Friday (all year) to assist students with their BYOD issues and connection to the school network.

Technical support will only be available during normal school hours to assist with network issues. If a student is experiencing a connection problem with their device, it must be reported to the Library immediately.

Q: What are the responsibilities of my child?

A: If you or your child has any questions regarding the BYOD programme, please do not hesitate to contact me.

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