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## BYOD Information Booklet 2020

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# BYOD Program

## Questions and Answers

In this document you will find a list of questions you may have about the BYOD Program along with answers or suggestions.

If you have further questions which are not covered here, please do not hesitate to contact the College.

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# BYOD Program

## Questions and Answers

### About the Program

Q: Why BYOD?

A: The College believes the BYOD Program will not only provide students with access to expanded, global resources and content but will also give students the opportunity to take ownership of their learning and approach to creative problem solving.

Q: Who will benefit from the BYOD Program?

A: Students enrolled for 2020 in Years 5 to 12 will be involved in the program.

Q: Will I buy a device from the College or do I source a device from a retailer?

A: The College recommends the use of the following two options:

1. External purchase complying with the College's recommended specifications.
2. College device purchase portal



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Q: How will the devices be used in class?

A: The over-arching objective for the program is to transfer the ownership of learning to students by providing them with the opportunity to collaborate, communicate and research on a global level in real time. Currently our teachers deliver various teaching styles which range from setting specific online tasks to giving open-ended tasks where students are expected to find the solution however they can. With the development of our BYOD program this will become more fluid and prevalent. Students will use an online learning platform called Canvas, along with the Microsoft Office 365 suite, which will be accessible on all devices.

Q: What effect will the program have on textbooks?

A: The College has already started implementing an eBook policy across various year groups and KLAs. The benefit of using an eBook where possible, in addition to a reduction in weight, is the interactive content included.

Q: What effect will the program have on exercise books?

A: The College will continue to use a blended learning environment meaning that a range of learning activities will be used. Depending on the type of activity, exercise books will be used; however, the device will be an integral part of a lot of lessons. The teacher will decide on the best tool to use and will clearly communicate this to the students.



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### Office 365 & Canvas

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*In 2020 the College plans to utilise Office 365 Apps in addition to the Canvas Learning Management System.*

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**Q:** What are the benefits of using Office 365 in Education?

**A:** Microsoft provides innovative tools, and educational content built just for the classroom. It helps inspire curiosity and boosts productivity. Office 365 will provide a stable platform with many web based tools. This will allow for sharing and collaboration both in the classroom and beyond. It will also provide a reliable method of cloud based storage for students' work. These tools will complement our online Canvas learning management platform. Each Student will be given an Office 365 account linked to their College email address (if they don't already have one). The College can easily manage these accounts with the ability to do things like customising apps and tools for various year groups and setting up online collaborative learning tasks for small groups within a class.

**Q:** What are the benefits of using the Canvas Learning Management System?

**A:** Canvas is a platform to simplify teaching and learning by connecting all the digital tools teachers and learners use in one easy place. It provides content and tools in a flipped classroom experience, allowing students to learn and collaborate anytime, anywhere.



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### Devices

**Q:** What devices are suitable to bring to school?

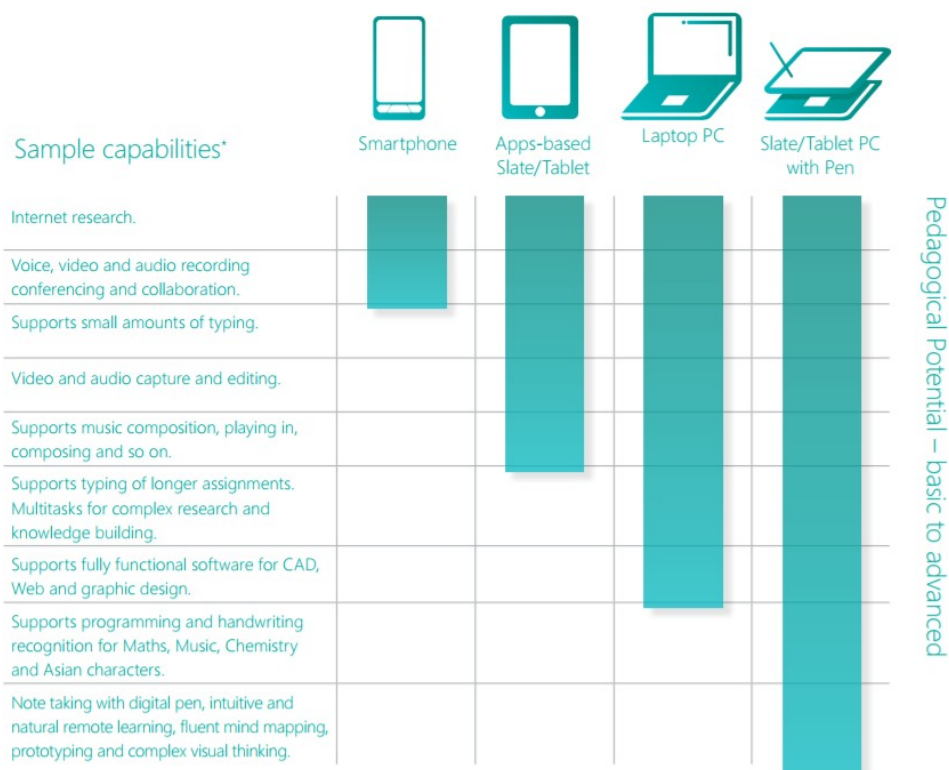
**A:** A Windows or Mac based laptop that meets the minimum requirements specified below.

**Q** What are the benefits of purchasing a Mac or PC, why are iPads and Android based tablets not permitted?

**A** Whilst the iPad has engaged our students and enabled them to have greater access to information, we have reached a point where the College believes that we need to push past the pedagogical potential of these devices. Whilst iPads are great for consuming and interacting with content, they do not as easily allow our students to perform higher level tasks such as creating complex assignments, multitasking for complex research, programming and computer aided design to name a few.

The following chart shows the different taxonomy of device capability:

### Computing Capability Taxonomy



\* Reference as of July 2012, Sean Tierney, Microsoft Corporation



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**Q** Will my child be able to download songs, movies and other media on their device?

**A:** While connected at College, students should be browsing the Internet and downloading resources primarily for educational purposes. All access to Internet resources, email, copyright, etc. on BYOD devices is governed by the College ICT Acceptable Use Policy. Generally, the downloading of songs etc. would be in conflict of the above guidelines, and the College ICT Acceptable Use Policy. At home, parents will need to govern this type of activity as they see fit.

**Q:** What are the minimum requirements?

**A:** **General Minimum Requirements for All Devices:**

- Screen size: 11.0 inch
- Wireless Connectivity: 802.11n or better
- Audio/Video: Headphone and Microphone Ports
- Full QWERTY Keyboard suitable for touch-typing
- Minimum expected Battery Life of 8 hours
- Robust carry-case

### **Devices That Are Not Suitable**

- iPad
- Android tablet

**Q:** Will there be specific software or apps which must be purchased?

**A:** **Internet Browser:** All devices must have Google Chrome installed and set as the default browser.

**PDF Reader:** Google Chrome has a built-in PDF viewer enabled by default. The free Adobe Reader App is also recommended.

**Productivity Software:** Much of students' work undertaken using their devices will include word processing, data analysis, presentation design and viewing and desktop publishing. Every student's Office 365 account includes a suite of applications that can handle these tasks. As such it is not necessary to buy productivity software such as Microsoft Office for your child's Mac or PC. This remains as an option of your choice.

**Audio/Video Software:** A suitable audio and video application will be required. Due to the wide range of video types which exist, we strongly recommend that





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the free program [VLC Player](#) is installed (in addition to those already installed such as QuickTime, Microsoft Media Player etc) as it can open and view many different forms of video.

**Anti-Virus Software:** Up-to-date Anti-Virus Software is required to keep your child's own and other files safe. Various free Anti-Virus programs exist which are available for both Windows and Mac OSX. We have suggested some to consider:

- Sophos for Windows
- [Microsoft Security Essentials](#) for Windows
- [Sophos for Mac](#) Home Edition for Mac OSX

This should be completed before the first day of Term 1 2020.

Q: Should I buy insurance?

A: The security of the device rests with the individual owner; as such the College takes no responsibility for stolen, lost, or damaged devices. While College employees will help students to identify how to keep their devices secure, students will have the final responsibility for securing their devices. You may wish to check your homeowner's insurance policy regarding coverage of personal electronic devices, as many of these policies can cover loss or damage.

Q: I have an old laptop at home; can I give this to my child to use?

A: We strongly recommend that the device your child brings to College is as new as possible so that it meets our minimum requirements and is as functional and reliable as possible. Devices already over three years old may not be suitable.

Q: My children all share a laptop; will this do for the BYOD program?

A: Ownership of the device is important and students need regular access to their One to One device. All students will be set individual tasks involving their device on a regular basis, across a variety of subject areas. For this reason, it is essential that students have their own individual device.

Q: I have the device, now what do I do?

A: We will provide detailed advice regarding the College-appropriate set up of the device closer to the start of next year. Students will be expected to attend a "BYOD Boot Camp" at the beginning of Term 1 2020.





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### Purchasing a Device through the College Purchase Portal

Q: How will this work?

A: Parents can visit <http://opac.parentpurchase.com.au> to browse and purchase College recommended, and price negotiated devices.

The College's Purchasing Portal will operate on the following dates:

- The Purchase Portal will open for orders on the **28<sup>th</sup> of September**.
- The Portal closes for orders on the **19<sup>th</sup> of November**.
- Parents/students may expect delivery by the **6<sup>th</sup> of December**.

Q: Why is this option available?

A: While it is not essential that you purchase your device through the Portal, doing so will ensure that your device meets the required specifications, and should achieve a favourable discount rate.

Q: Which type of device will it be?

A: The devices for sale on the purchase portal will be Windows Laptops. The best way to purchase MacBooks is via the education pricing available to students online or in-store.

Q: Will my child be disadvantaged by not having a device purchased via the portal?

A: There is no disadvantage, the same connectivity support is provided to both Portal and BYO devices. However, you may not achieve the same pricing advantages with a non-portal purchase. Please ensure that when purchasing via an alternate source, that it meets our minimum hardware specification.



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### Connectivity at the College

Q: Will the College provide WIFI 24/7?

A: The College will provide wireless internet connection to students while on the premises during business hours.

Q: Will there be web-filtering?

A: When students are on College premises and connected to the internet through the College's WIFI network, web-filtering will be engaged. Whilst no web-filtering solution is perfect, the College will do its best to prevent access to inappropriate websites detected to contain age-restricted material, potentially harmful material or illegal content. In addition, Facebook and other social media sites not deemed to be of educational value will be blocked whilst on site. When your child is connected to the internet at home, employing web-filtering will be a decision for parents to make. A suggested solution to help set internet boundaries at home can be found at <http://familyzone.com>

Q: Will my child be able to use 3G/4G connections instead of the College WIFI network?

A: Students should only use the College's WIFI service to connect to the internet whilst on College premises and not use 3G/4G for their device. 3G/4G connections can become very costly and are not subject to web-filtering. It is recommended that 3G/4G capable devices are not purchased.

### Day to Day Use and Support

Q: What do we do about printing?

A: Students will not be able to print directly from their BYOD device. Students may use the College computers to do their printing.

Q: Will there be means of charging the device at College?

A: Personal devices must be fully charged before College each day and run on battery power while at College. Due to Work Health and Safety issues, charging of devices cannot be provided by the College. We strongly recommend you purchase a device which has a substantial battery life (8hrs) so that it lasts the full College day.

## Acceptable Use & Cyber Safety

Q: How should students think practically about acceptable use of technology?

A:

- Respect Yourself
- Protect Yourself
- Respect Others
- Protect Others
- Respect Intellectual Property
- Protect Intellectual Property

In addition to these golden rules, the College integrates digital citizenship and cyber safety into its teaching and learning programs, so that all students are well informed about the issues. Students should ensure that they comply with the College ICT Acceptable Usage Policy at all times.

Q: What tools are recommended to inform parents and students about Cyber Safety?

A: We recommend that parents and students familiarise themselves with the helpful content available at <https://www.esafety.gov.au/esafety-information/esafety-issues>

