

2018

1 to 1 Digital Learning Program  
Senior School Students (Years 10-12)

## School vision

East Doncaster Secondary College aims to develop both independent and interdependent, reflective, global learners who strive to improve in learning and achieve our best. This includes developing the confidence to take risks, trusting self and others, using initiative and being able to adapt to change or to emerging needs and trends. We value learning with and from others, developing teams of enquiring people, encouraging meaningful conversations and valuing the contributions of others. At the same time we want to be outward looking, searching for greater knowledge and inviting others to support us in establishing a culture of curiosity.

The 1 to 1 Digital Learning Program will support us to continue the provision of the highest quality education to our school community. The effective use of ICT helps to engage students in their learning and assists in individualising student programs. It also assists students in making connections with what they are learning and with the world outside of the classroom. Tools and processes for effective communication, collaboration and creating collective meaning between teachers, students, parents and the school community is additionally enhanced through our 1 to 1 program. Improved access to computers will provide a platform for deeper understanding of concepts and information for all students at all times. It will give teachers consistent access to tasks that are whole world, big picture, instantly.

East Doncaster Secondary College continues its whole school 1 to 1 Digital Learning Program (DLP). That is, one learning device for each individual student. This year, the College will continue to fully support two platforms for digital learning, the Apple iPad (for Middle School Students) and selected Lenovo ThinkPad notebook computers. Senior School Students (Years 10-12) are required to have a school selected Lenovo ThinkPad or similar device that complies with school requirements.

## Program overview

As in previous years with School Council approval, East Doncaster Secondary College will continue to advocate the “Bring Your Own School Selected Device” (BYOSSD) operational model for our digital learning program. This means that parents will have full ownership of their student’s digital learning device along with the responsibility for its insurance.

The main advantage for families in purchasing a school selected device is that the best possible hardware can be delivered with the best possible price and service. This also allows for a Standard Operating Environment (SOE) that can be supported across the entire school network and tighter integration with the services available.

## Program changes

Based on parent feedback and our experiences, school selected devices are the optimal choice for our digital learning program. We understand that while several device options are provided, these may not always suit the individual requirements or preferences of every student and their family.

In Senior School, parent and or student selected Windows or Apple devices will be permitted.

The College will provide a range of specifications for such devices that must be met in order for the device to fully integrate with our IT services. These requirements do not permit any device, but do allow for a greater selection of hardware and software. (Please refer to Attachment B)

## Device ownership

It is important to note that the storage capacity of all devices is for required apps, licenced software and student's work files. If there is some excess capacity other files may be held in storage. Nevertheless school apps, software and files must remain priority and be available at all times without exception. Please note the College reserves the right to delete inappropriate programs or material and to disconnect the device from the College network for a period of time if it is used inappropriately.

Acceptable Use of school/parent or student selected device is explained in EDSC Acceptable Use Agreement for Intranet, Internet and Digital Technologies.

## Device configuration

All devices will need to be configured to ensure they can operate on the EDSC network and, where applicable loaded with all of the software licenced for student use.

The cost for Senior School devices is \$30.00 (Including GST) and is included in the College Charges for Year 10 students and newly enrolled Senior School Students.

## Optional peripherals

The school will not provide or specifically recommend any additional peripherals as part of the 1 to 1 Digital Learning Program. However, parents or students may purchase these outside of the program. Program support and warranty will not apply to peripherals.

Peripherals may include:

- Headphones
- Wireless mouse

- VGA adapter

### Use of school bags for added security

An important expectation is that all students will use their EDSC school bag, purchased through the College, to transport their digital devices to and from school. All students from Years 7-12 are expected to use EDSC school bags as a compulsory part of school uniform. Official EDSC School bags are available for purchase at a discounted price through the General Office.

### Access to school lockers

All students will be provided an individual locker. Each student is required to provide their own quality lock to secure their property from the first day of attendance at school each year.

### 'EDSC Acceptable Use Agreement' and program payment

You are required to read thoroughly through the 'EDSC Acceptable Use Agreement' document. This agreement requires you and your child to agree to use the Intranet, Internet, Digital and Mobile Technologies responsibly. Access to the EDSC network cannot be granted unless this Agreement has been formally accepted. The 'EDSC Acceptable Use Agreement' document has been provided in the Induction Pack of all new students to the college.

All students and their parents are required to complete and sign the EDSC Acceptable Use Agreement on Compass.

If you have any questions, please contact Karen Boyle at the College.

### Technical support

General technical support is available for all devices from the Technical Support Team in the Technical Support office (next to room 107). Specific issues are considered in the following sections.

### Warranty and repairs

If a digital device is faulty or damaged it should be taken to the Technical Support team technicians to make an initial assessment. The Technical Support Team will manage all warranty claims for faults on school selected devices that have valid on-site warranty cover. Devices out of warranty will only be repaired if parts are available, otherwise repairs will be the responsibility of parents. Fees will apply to any out of warranty repairs that can be performed

on site. Warranty support for parent and or student selected devices will not be provided by EDSC IT staff.

## Insurance

Parents need to make prior insurance arrangements for the cost of repairs required if a device is dropped or broken.

The College does NOT underwrite insurance costs for damaged iPads, Lenovo ThinkPads or any other digital learning device. Whilst not compulsory, parents have full responsibility for insuring these devices or paying for any repairs required. Insurance claims will not be processed by EDSC IT Support or the General Office, but information can be provided on request if purchased through the recommended supplier.

## Frequently asked questions

### **1. Who can I contact if I have further questions?**

Questions regarding the Digital Learning Program can be directed initially to the General Office on 9842-2244. Your inquiry will be responded to as quickly as possible.

### **2. Will a student be using their digital learning device in every subject every day?**

A student will not necessarily be required to use the computer at all times. The use of computers will take place alongside a range of learning activities. However the device is an essential learning tool that must be available to be utilised when required and therefore should be taken to all classes unless specifically advised.

### **3. Where will a student store their digital learning device when it is not in use?**

Students must store and secure their device, in their protective case, in their locker during recess and lunchtimes. If students are unable to secure their device at these times they should report to the appropriate sub-school office. Students will need to store their devices in their lockers before Physical Education practical classes unless otherwise instructed by their class teacher.

### **4. Can a student add their own software to their device?**

Yes, providing the software will not impact other EDSC users negatively. Alternate Anti-Virus products must be installed with caution as they often interfere with network and internet connectivity.

### **5. What is the process if my child exits the school?**

The computer is the property of the family and therefore will be taken with the student. Prior to this, school selected devices will need to be restored to factory settings, removing DET licensed software. Families will be responsible for any finance agreements pertaining to the device.

### **6. Is my child expected to take their device home every day?**

Yes, students are expected to take the device to and from school each day. This will enable them to fully utilise it at home and at school. It is expected that computers will be charged overnight ready for a full day's use at school. Parents are asked to ensure that the computer is used responsibly and cared for appropriately in the home environment. Devices must be transported within their protective cases inside the student's school bag to and from school.

### **7. Can I recharge my computer at school?**

No. It is expected that the computer is fully charged upon arrival at school and will not need charging during the day. Student battery chargers are to remain at home and not be brought to

school. Students must be aware that the use of the device outside class time may impact on the ability to remain charged for all classes.

#### **8. What happens if the battery goes flat?**

Students are required to bring their device to school fully charged every day.

#### **9. Can other people use the device?**

While it is a family owned device, it is required for the student's education, so it is recommended that it is not used by anybody else.

#### **10. Can the device be taken overseas?**

Parents are advised to check the insurance provisions they have selected on the device to determine what cover is provided.

#### **11. Will the student apps on the computer be private?**

Students can expect their computers to be periodically inspected and monitored for inappropriate usage. Students and parents need to be aware that apps stored locally on the device or on school servers are not private.

#### **12. What happens if my child leaves their device at home?**

Students will be significantly disadvantaged as they will not be able to borrow computers from the College. It is the responsibility of the student to ensure that they bring their device every day. Continual failure will lead to intervention and consequences as decided upon by the College.

#### **13. Does my home need Internet access?**

No. Students will be able to access the information they need when they are at school. Even when not connected to the Internet, notebook computers are still very useful tools for learning. Of course, if you have Internet access at home, you are welcome to connect the device to your Internet connection.

# 1 to 1 Digital Learning Program Senior School - Summary

## Program options

1. Purchase a school selected Lenovo ThinkPad through JB Hi-Fi Solutions or an alternate reseller. See Attachment C for purchase details (pricing of different models is available on the JB HI-FI Portal online)
2. Bring your own supported Lenovo ThinkPad ( See Attachments A and C )
3. Purchase or bring a device that meets the EDSC requirements (Attachment B)

## Required accessories

1. A laptop bag or slipcase (recommended covers are listed in Attachment C) that protects the computer from damage caused by dropping

Choose the option that best suits your needs

You are encouraged to choose the option that best suits your personal needs. If purchasing through the JB Hi-Fi Solutions parents must complete their purchase online (see further information below). Devices will be configured on nominated days.

Please refer to the Digital Learning Program timeline for key dates.

# Attachment A

## Support options

1. Full Support - School Selected Device	2. Basic Support – Parent/Student Selected Device
<p>Purchase a school selected notebook computer via the JB Education Portal (See Attachment C)</p> <ul style="list-style-type: none"> <li>● JB HI-FI Store pickup/School pickup.</li> <li>● Bring computer to EDSC on nominated day for configuration</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>● Bring a school selected notebook computer purchased via an alternate reseller</li> <li>● Bring computer to EDSC on nominated day for configuration</li> <li>● Refer to Attachment C for all school selected/supported devices</li> </ul>	<p>All other devices that meet the EDSC requirements (See Attachment B)</p> <p>If the computer is in poor condition, parents and students may be asked to purchase a new device</p>
<p>Required software available for download and install (includes Microsoft Office 2016)</p>	<p>Required software available for download and install (includes Microsoft Office 2016)</p>
<p>Quick recovery from hardware or software problems</p>	<p>Software and configuration support will be provided on a best effort basis</p>
<p>Students will retain full rights to the computer, allowing for the installation of additional peripherals and software</p>	<p>Students will retain full rights to the computer, allowing for the installation of additional peripherals and software</p>

<p>Warranty claims managed by EDSC IT staff          (For duration of warranty cover or stay at EDSC, whichever is shortest)</p>	<p>Warranty claims managed by parent/student          Hardware repair not available on-site/campus</p>
<p>Minimal intervention required by parents</p>	<p>Problems to be managed by parent/student</p>

\*Notebook computers older than 2 years are likely to have reduced battery life and increased potential for data loss or corruption

# Attachment B

## Parent/student selected devices

### Required hardware specifications

Parent or student selected devices are required to adhere to the following guidelines:

1. Device Type : Laptop/Notebook, Tablet
2. Storage: minimum 128GB.
3. Screen Size : 10.8” to 15.6” ( Recommended 11.6” – 13.3” )
4. Weight : Under 2kg ( Recommended under 1.6kg )
5. Battery Life : 5+ hours ( General use, not idle )
6. Input : Physical Keyboard, attached or detachable
7. Display Ports : VGA, HDMI ( Adaptors not supplied )
8. Other Ports : 1x USB Type A, 3.5mm Headphone Jack
9. Wireless Network : Wi-Fi with support for wireless “N” standard (802.11n)
10. Operating System:
  - Microsoft Windows 10 64Bit ( English Language Only ) or
  - Apple macOS 10.11 or 10.12 ( English Language Only )

Devices that do not meet these requirements will be deemed inappropriate and not be supported for use at EDSC. 15” Notebooks are not recommended as they are unlikely to meet weight and battery life requirements.

Be sure to seek advice before making a purchase.

### Minimum Required Software (Available for Download)

1. Office Suite : Microsoft Office 2016.
2. Web Browser : Google Chrome.

3. PDF Reader : Adobe Acrobat Reader DC.
4. Anti-Virus : System Centre Endpoint Protection.

\*Additional requirements will be determined by chosen subjects/electives and communicated by teaching staff.

Refer to the 1to1 Digital Learning Program Timeline for information on device enrolment and software installation.

Further details and program updates will be posted on Compass School Manager:

<https://edsc-vic.compass.education/>

# Attachment C

## Purchasing your ThinkPad through JB Hi-Fi Solutions

JB Hi-Fi Solutions Portal

<http://www.jbeducation.com.au/byod/>

(Your school code is edsc2018)

Place an Online Order via the JB Hi-Fi Solutions Portal (refer to the above link) for one of the recommended Lenovo or devices and accessories. The Portal will be open on Monday 9 October 2017. Devices ordered by Monday 4 December 2017 will be delivered to your selected location and be available for student use on the first day of classes in Term 1. The Portal will remain open after this date, however parents should note that devices purchased after this date may not be available for student use until after the commencement of Term 1 classes. All devices will be delivered to the College.

As outlined on the Portal, there are 4 payment options for these devices. BPay, Credit Card, Flexi Rent and payment directly from a designated bank account (EFT). Prices below are subject to change.

### 1. Select Supported Model (pricing available on JB HI-FI Portal)

Model	Specifications	Indicative Pricing
Lenovo ThinkPad 11e	Intel Celeron N3450, 128GB Solid State Drive, 4GB RAM, 11.6" Display, Windows 10NA 64 Bit, 3 Year Onsite Warranty + Sealed Battery	\$669.42
Lenovo ThinkPad X270	Intel Core i5. 256GB Solid State drive, 8GB RAM, 12.5" display, Windows 10 Home 64 Bit, 3 Year Onsite Warranty + 3 Year Battery Warranty.	\$1198.01
Lenovo ThinkPad Yoga 370	Intel Core i5, 128GB Solid State Drive, 4 GB RAM, 13.3" Touch Display with Stylus, Windows 10 Home 64Bit, 3 Year Onsite Warranty + Sealed Battery	\$1418.10

Lenovo ThinkPad Yoga 370	Intel Core i5, 256GB Solid State Drive, 8GB RAM, 13.3" Touch Display with Stylus, Windows 10 Home 64Bit, 3 Year Onsite Warranty + Sealed Battery	\$1534.70
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\*\* Prices include GST and are subject to change. Refer to JB Solutions BYOD portal for current pricing.

### Other supported models

Lenovo ThinkPad X250 and X260

### 2. Accessories (pricing available on JB HI-FI Portal):

Targus 13.3" Contego Slip Case

STM Ace Vertical Impact Brief 13" Black

You can view these bags at:

<http://targus.com/au/education/index.aspx>

### 3. Select warranty and insurance options (all prices include GST)

- Please note that any insurance claim will incur a \$100 excess.
- Parents have full ownership of the including full responsibility for insurance. Additional Insurance is an optional cost.
- Please note that specifications and pricing may change without notice.

# 1 to 1 Digital Learning Program Timeline

October 9	JB Hi-Fi Solutions Portal Opens
December 4	Orders made by this date will guarantee students will receive their device prior to first day of classes in 2018.
November 29	College charges due (Years 8-12)
December 6	College charges due (Year 7)
January 16 and 17	<p>Configuration of the school selected devices.</p> <p>Devices must be delivered to the IT Office at EDSC between 9am and 4pm for configuration.</p> <p>Directions will be provided on the day for device enrolment and software installation.</p> <p>School pickup devices will be ready for collection on these days.</p>
January 18 and January 19	<p>Configuration of the parent selected devices</p> <p>Devices must be delivered to the IT Office at EDSC between 9am and 4pm for assessment and configuration.</p> <p>Directions will be provided on the day for device enrolment and software installation.</p>

JB Hi-Fi Solutions Portal <http://www.jbeducation.com.au/byod/>

(Your school code is edsc2018)