

Student Name:

Home Group:



Greensborough COLLEGE

Access to Digital Technologies

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Introduction

The use of Digital Technologies at Greensborough College aims to improve student learning experiences both in and out of the classroom. Nowadays, being able to navigate through the vast amount of information available at our fingertips, whilst remaining focused on the task at hand is a valuable skill. The use of Netbooks and supporting digital technologies, such as digital cameras, internet access, software programs, printers, etc., in the classroom provides a wealth of rich educational resources and tools that, when used effectively, can deliver very positive teaching and learning outcomes.

The College supports families by facilitating a number of BYOD (*Bring Your Own Device*) options. This document outlines the options available to Greensborough College students. With either option below, students will have access to the eduSTAR Suite: software provided free by the Department of Education and Training. Due to licencing restrictions, any departmental software installed on their BYOD must be uninstalled when they exit the College or finish their schooling.

Acceptable Use Agreement

In order to be granted access to the Digital Technologies provided by the College, all students at the College, including students using BYOD, need to complete an Acceptable Use Agreement (AUA). The AUA formally sets out the rules of use of software, networks, printers, and the internet at Greensborough College.

- Families who opt to purchase a device through the LWT Order Portal will need to read and accept this agreement before they can complete their purchase. See the ordering portal for details.
- Students opting to purchase their own device through a different supplier will need to read and accept this agreement online using the following link: <https://www.trybooking.com/SZYQ>

Option One: LWT Order Portal

Families can choose from a range of devices, some of which are newer models of those currently being used in the College for our swap machines, using the *LWT Order Portal*. Families will have several options to choose from, including a choice of warranty and insurance options. This will allow families to opt in to options, which should make the devices more affordable.

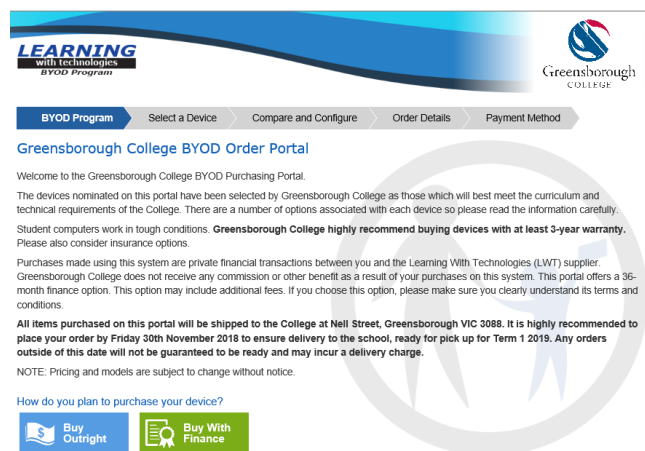
For families wishing to choose to order through LWT, please visit the following website: <http://greensc.orderportal.com.au/> to access to portal (see image). Please navigate through the portal to organise your order, remembering to tick the box that you have read and agree to the Acceptable Use Agreement.

After ordering the device, it will be imaged by LWT with DET Secondary School Image, then delivered directly to the school. It will be set up on the school network by our technician and will be available for collection from book collection day, which is Tuesday, 22nd January 2019. Families unable to collect it on book collection day may have their child collect it on their first day at school from the technician's office in B-wing.

Ordering Timeline

January School Pick Up: Orders must be completed through the portal by **Close Of Business on Friday 7th December 2018** in order for devices are to be ready for pick up before the new school year commences, on Tuesday, 22nd January 2019.

Any orders that miss the cut-off date will be delivered to the school on an ad-hoc basis and as such, may be charged an additional \$10 delivery feed. Students will be contacted by the school technician when their device is ready for collection.



Option Two: BYOD (Bring Your Own Device) Options and Agreement

Some families may wish to bring their own device for use at the College. Bring-Your-Own-Devices are allowed as long as it is in good working order and meets the minimum requirements to work correctly on the College network as outlined below:

Office Use Only

SPECIFICATIONS	BYO DEVICE MINIMUM SPECS.	SPEC REQUIREMENTS MET
SCREEN:	11.6in	YES / ACCEPTABLE / NO
CPU/Processor:	Intel Celeron N2930 or greater (e.g. i3, i5, i7)	YES / ACCEPTABLE / NO
MEMORY:	4GB RAM	YES / ACCEPTABLE / NO
HARD DRIVE:	128GB	YES / ACCEPTABLE / NO
OPERATING SYSTEM:	Windows 8 Pro or greater (<i>NOT Windows 8 RT</i>)	YES / ACCEPTABLE / NO
WIRELESS:	Intel 802.11agn wireless	YES / ACCEPTABLE / NO
CAMERA:	Integrated Webcam	YES / ACCEPTABLE / NO
BATTERY:	Must last at least 6 hours (i.e. full school day)	YES / ACCEPTABLE / NO
KEYBOARD:	Must have a physical keyboard	YES / ACCEPTABLE / NO

If families wish to pursue this option, please complete this page and take the forms with the machine to be checked by the Netbook Technician. If all requirements are met, the device will be connected to the College Domain Network. Please note: the Domain Network may impose some restrictions on software usage whilst being used at the College.

Student Name: _____ **Year Level/ Home Group:** _____

We agree to adhere to the rules of the Greensborough College BYOD Agreement and accept responsibility for appropriate use and care of the computer when being used at the College. We understand that not adhering to the rules outlined in this policy may result in access to the College Domain Network being suspended or revoked.

Agreement Overview:

1. The student must bring their BYOD to school each day. It must be fully charged.
2. The student is responsible for the safe storage and care of their BYOD at all times. The College accepts no responsibility for any devices brought onto the College premises.
3. The student agrees that the Acceptable Use Agreement applies at all times when using the BYOD for school purposes.
4. Some software usage restrictions may be imposed on devices whilst being used on the College Domain Network.
5. Upon ceasing enrolment, the student must remove all department software installed during their time at the College.
6. Students are responsible for backing up information and data on a regular basis using their own external hard drive, SD Card or USB flash drive.

Student Signature: _____ **Date:** _____

Parent Name: _____

Parent Signature: _____ **Date:** _____

Please note: DO NOT SUBMIT THIS FORM TO THE OFFICE. BRING IT TO THE TECHNICIAN WITH THE BYOD BEING CONNECTED.

Office Use Only

Student Username		AUA Accepted Online	YES / NO
Staff Connecting BYOD Initials		Date BYOD Connected	
Brand of BYOD		Model of BYOD (if known)	