



BYOD (Bring Your Own Device) One to One Learning Questions & Answers

In this document you will find a list of questions you may have about the BYOD (Bring Your Own Device) One to One Learning Program along with answers or suggestions. We have endeavoured to be as comprehensive as possible throughout this document but please don't hesitate to ask questions that you may have.

We acknowledge Nowra Anglican College for giving us permission to use their experience in implementing the program as a guide and resource.

If you have further questions which are not covered here, please do not hesitate to contact Mr Gary Clay (ICT Coordinator) gclay@rias.nsw.edu.au or Mr Tim Rae (ICT Manager) trae@rias.nsw.edu.au with your enquiry.

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One to One Learning Questions and Answers

1 About the Program

Q: Why One to One Learning?

A: RJAS anticipates the One to One Learning Program will provide students with access to expanded, global resources and content and also give students the opportunity to increasingly manage their learning approach, particularly in respect of creative problem solving.

Q: When does the One to One Learning Program commence?

A: The One to One Learning Program for Year 10 and Year 7 students commenced in Term 1, 2016 and will continue in 2017.

Q: Who will be affected by the One to One Learning Program?

A: Every student in Secondary will eventually be involved in the program. Each year students enrolled in Year 10 and Year 7 will enter the Program. In 2017, students in Years 7, 8 10 and 11 will be involved in the program and students in Year 12 will have the option of using their own device or continuing with the School-provided device until phased out.

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

A: The School is proposing external purchase of a device which complies with the School's recommended specifications. (NB: There are two styles of device mentioned).



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2 Teaching and Learning

Q: How will the devices be used in class?

A: The over-arching objective for the Program is to facilitate usage of technology to support learning by providing students with the opportunity to collaborate, communicate and research on a global level in real time. Currently teachers utilise various teaching strategies which range from setting specific online tasks to creating open-ended tasks where students are expected to find the solution however possible, with limited access at times to technology. With the introduction of our One to One Learning Program, digital learning tasks will become more prevalent and fluid.

Q: What effect will the Program have on textbooks?

A: The School has already started implementing an eBook policy across various Years and Faculties. We are planning, where possible, to extend this approach across all Faculties for Year 10 and Year 7 in 2016/7. The benefit of using an eBook, in addition to a reduction in the weight of textbooks, is the interactive content.

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

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



One to One Learning Questions and Answers

1. Microsoft Office 365 Education for Students

In 2016 the School commenced using Microsoft Office 365 for Students in addition to the new CANVAS Learning Management System.

Q: What is Microsoft Office 365 Education for Students?

A: Office 365 Education for Students is available for free to students who attend academic institutions at www.Office.com/GetOffice365. This plan allows students to install Word, Excel, PowerPoint, Outlook, OneNote, Publisher, and Access on up to 5 PCs or Macs and Office apps on other mobile devices including Android, iPad®, and Windows tablets. The plan also includes 1TB of OneDrive storage, managed by the School, and students can edit and collaborate using Office Online, Yammer, and SharePoint sites.

Q: What happens if there is no Internet?

A: Internet access is required to install and activate all the latest releases of Office suites and all Office 365 subscription plans. For Office 365, Internet access is needed to manage the subscription account, including the installation of Office on other PCs or to change billing options. Internet access is also required to access documents stored on OneDrive, unless the OneDrive desktop app has been installed. Regular connection to the Internet will keep Office up-to-date and provide automatic upgrades. If you do not connect to the Internet at least every 39 days, your applications will go into reduced functionality mode, which means that editing documents or creating new ones is not possible. To reactivate Office applications, simply reconnect to the Internet.

Connection to the Internet is not needed for use of Office applications, such as Word, Excel, and PowerPoint, because the applications are fully installed on the device.



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2. Mac & Windows Based Laptop Questions

Q: A number of computers are purchasable for around \$500.00, are these suitable?

A: For School use, a modest Windows based laptop will meet the needs of the majority of students; however, senior students studying an IT course, TAS or Visual Arts may be looking for more, such as high powered application software like the Adobe Creative Suite (Photoshop, Illustrator, etc.). Some students may like to use their device beyond the classroom.

Q: Will my child be at a disadvantage in the Senior Years in TAS subjects if they only have a cheaper laptop?

A: No. We will have some School computers available to run specialised software for these courses. Obviously access to them will be governed by demand.

Mac Based Laptop

If your child already owns a MacBook laptop computer, that's OK. Please read the following section.

Q: Why is this option available?

A: Some people may prefer to purchase a device tailored to their own needs and likes. Others may already own a device that complies with the School's recommended specifications. While the Windows based laptop is the recommended option, an Apple MacBook is also suitable.

Q: What are the benefits of purchasing a MacBook?

A: A MacBook may provide students with greater multimedia capabilities should they require them for visual media based subjects. MS Office365 is fully available for a MacBook.

Q: What are the disadvantages of purchasing a MacBook?

A: A MacBook is generally more expensive than a Windows based laptop. They may also require extra software and carry additional technical support overheads for the user.



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Additional Questions

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

A: While connected at School, students should be browsing the Internet and downloading resources for educational purposes. All access to Internet resources, email, copyright, etc, on One to One Learning devices is governed by the School's ICT Acceptable Use Policy. Generally, the downloading of songs etc. would be in conflict with these guidelines.

At home, parents will need to govern these types of activity.

Q: What are the minimum requirements?

A: A set of Minimum Requirements and functionality have been included at the end of this document, to give help with choosing the most suitable device. In most cases, a new personal laptop computer will meet these specifications.

Q: Will there be specific software applications which must be purchased?

A: A list of software and apps required is included in the Minimum Requirements section at the end of this document. All software required to be used at School is at no cost to the student.

Q: Should I buy insurance?

A: The responsibility for the security of the device rests with the individual owner; as such Richard Johnson Anglican School takes no responsibility for stolen, lost, or damaged devices. While School employees will help students to identify how to keep their devices secure, students (and their families) 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 School is as new as possible so that it meets the minimum requirements and is as functional and reliable as possible. Devices will need a warranty of at least three years, so in all likelihood old laptops will probably not be suitable.

Continued over...



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Q: My children all share a laptop; will this do for the One to One Learning 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: What happens if my child's device malfunctions or is broken?

A: The School ICT staff will provide technical support related to the connection to the School wireless network and Internet ONLY. This will take place initially during the Connection Day as well as ongoing throughout term time.

For hardware and software issues, you will need to contact a computer technical support service or the company from where you bought the device. Unfortunately, the School ICT staff cannot attempt to repair a personal device, as this could invalidate the warranty.

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

A: The School will provide detailed advice regarding the School-appropriate set-up of the device at the start of each year. Students will be expected to attend a "One to One Learning Boot Camp" on a date to be advised in 2017. Further details will be provided closer to the time. In the meantime we recommend each student gets comfortable using the device and avoids installing too many programs or games which take up valuable memory.

Q: Will the School provide spare devices while my child's is being repaired?

A: Several basic School computers will be made available for students should their device be unavailable due to repairs. These devices will be clearly labelled as School property and the loan time will be restricted to a maximum of two weeks and to use only on School grounds. There will be no charge for this loan. We recommend that, should you anticipate a repair taking more than two weeks, you arrange an alternative spare device for your child.



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5 Connections

Q: Will the School provide WIFI 24/7?

A: The School 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 School premises and connected to the Internet through the School's WIFI network, web-filtering will be engaged. Whilst no web-filtering solution is perfect, the School will do its best to prevent access to inappropriate websites that may 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. Students found to be using any program to attempt to circumvent the security measures of the School will face serious consequences. When connected to the internet at home, web-filtering etc will be decisions for parents to make. A suggested solution to help set internet boundaries at home can be found at <http://www.kidsblocker.com>

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

A: Students must only use the School's WIFI service to connect to the Internet whilst on School premises and must not use 3G/4G for their device. 3G/4G connections can become very costly and are not subject to web-filtering. If purchasing a new device, it is our strong recommendation that no 3G/4G enabled devices are purchased. Use of 3G/4G devices at School will contravene School Policy and can circumvent safe Internet practice.

6 Day to Day Use and Support

Q: What do we do about printing?

A: Instructions regarding printing will be provided at the One to One Learning Boot Camp.

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

A: Personal devices must be fully charged before School each day and run on battery power while at School. To ensure students can fully participate in all class activities we strongly recommend you purchase a device which has a substantial battery life so that it lasts the full School day.



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7 One to One Learning Device Minimum Requirements

Hardware

Windows Laptop – Windows tablet PC – MacBook

General Minimum Requirements for All Devices:

- Screen size: 10.8 inch
- Screen resolution: 1024 x 768
- 4GB of Memory
- 64GB of Storage
- Wireless Connectivity: 802.11 N or AC
- Audio/Video: Headphone and Microphone Ports
- No 3G/4G embedded support
- Full QWERTY Keyboard suitable for touch-typing
- Minimum battery life of 8 hours
- Robust carry-case
- Three (3) year Warranty
- Operating System for Microsoft Products – Windows 10 is recommended
- Operating System for Apple Products – OSX 10.10

In addition a minimum 16Gb Memory Stick or a small Hard Drive is recommended to maintain valid backups of the BYOD computer.

There are a number of inexpensive Windows computers available that have only 32GB of storage but have an expansion slot. It is essential that an additional SD card be purchased to expand these to 64Gb to make them useable.

Chromebooks, iPads and Android tablets will not be accepted in the 2017 BYOD program



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Software

Internet Browser: All devices must have an internet browser, either Microsoft Internet Explorer / Edge for Windows device, or Google Chrome for MacBook installed and set as the default browser.

Productivity Software: Much of students' work undertaken using their devices will include word processing, data analysis, presentation, design and desktop publishing. Every student will have a Microsoft Account for Office 365, a productivity suite of applications that can handle these tasks at no cost for educational students. Office 365 is also available for the MacBook.

PDF Reader: Adobe Acrobat Reader needs to be installed.

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 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: For PC users, Window 10 comes with a virus protection software built in and kept up-to-date. This should not be disabled to keep files safe. Various free and paid Anti-Virus programs exist which are available for Mac OSX computers.

Software Installed for School Use:

In addition to the above software, during the on boarding process to gain access to the School network, OnGuard security software and LanSchool classroom management software will be loaded at the first day bootcamp of 2017.



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8 Purchasing Arrangements

A Purchasing Portal has been being established for the procurement of devices by parents. The website is rjas.parentpurchase.com.au . This website is currently accessible and you are able to visit the site to see examples of devices which could be available for purchase later.

Vendors can usually fix prices for THREE months and therefore the most effective period for parents to purchase devices would be 1 September to 21 November, with a delivery date around the end of November/ early December. The available products, including devices, accessories and bundles, with their prices will be available on the Portal (date to be advised).

The products, software and services provided on this portal are not sold directly by Richard Johnson Anglican School, or the Anglican Schools Corporation. The portal is provided and managed by Famill IT Pty Ltd, a technology provider that has been working with Australian schools and businesses for over 25 years.

From Term 1 2017, every student in Year 10 and Year 7 is required to have access at School to a personal Windows Laptop, Apple Mac Book. Students have the option of bringing an existing device that meets the required specifications or buying a device that meets the required specifications. In order to assist our parents in acquiring an appropriate device at an accessible price, the School offers you access to this purchasing Portal.

Parents have the option of purchasing elsewhere if they so choose. We believe the above arrangements offer convenience, meet specifications and are commercially competitive.