



Learning Technologies: BYOD@Nazareth College FAQ

For the latest version of this document, please see <http://pam.nazareth.vic.edu.au>

Is a BYOD laptop computer a compulsory item?

Yes. The school sees this as the direction for education and for achieving the best outcomes for students, so it is a compulsory item that Year 7–12 students will require from the first day of school for 2020. Laptop computers enable the College to more effectively support student devices and to distribute software for student learning on a more consistent basis, as many applications are not supported for tablet use.

Who will require a BYOD laptop in 2020?

In short, the answer is all students new to Nazareth College in 2020. A number of factors have influenced this decision, including the ability to compensate for the cost via booklist reduction and conversion to eTexts, which is possible over a two-year cycle (i.e. Years 7-8 or Years 9-10).

If my child already has a device as a Nazareth student in 2019 do I need to purchase a new device?

Students who were in Years 7 – 11 at Nazareth College in 2019 and have already been using a tablet (e.g. iPad) at Nazareth College will be permitted to keep using their tablet as their digital learning device; however, all new students and any replacement devices must be laptop computers.

Are parents paying for the device?

Yes. Parents are to purchase the device and the device becomes the student's (parent's) own property: it will be yours to keep. We have a 'Digital Learning Devices User Agreement' in place to ensure that the devices are used appropriately and for educational purposes only while on school grounds and at school events. There will be no option to rent or buy through the College.

Why?

eLearning devices are designed to be personal devices that operate based on a personal Google, Microsoft OneDrive/365 or Apple ID. All eTexts are managed through individual student accounts, so it is most appropriate for the device to be personally owned. To assist families in the affordability of the device, the majority of booklist items have been reviewed and have a digital equivalent. The eBooks and Apps are significantly cheaper, so that across two years the combined booklist and laptop costs are designed to be virtually cost-neutral (dependant on parent choice of laptop).

Perhaps the laptop could be a Christmas present – even a joint purchase with grandparents or other relatives.

What support will Nazareth College supply for the device?

To support student learning with their BYOD Laptop, the College provides:

- Access to the school's network while on-campus.
- Wireless connectivity throughout the College
- School internet filtering
- Access to the Microsoft Office 365 suite (including Outlook Email, Word, PowerPoint, Excel, Publisher, and more), school-provided email, and Google Drive
- Access to SIMON Learning Management System for morning notices, timetable, reports and more



What is needed in terms of device?

The minimum requirements for an appropriate BYOD device depend on the chosen type of device:

Type of device:	Laptop	Hybrid (e.g. Microsoft Surface Pro)
Screen size:	9.7" (24cm) screen size or larger	9.7" (24cm) screen size or larger
Processing memory (RAM):	8 GB	8 GB
Storage memory:	250GB (laptop)	250GB (laptop)
Wireless compatibility:	802.11 b/ac Must have a Network Card	802.11 b/ac Must have a Network Card
Battery:	At least 6 hours of sustained battery usage	At least 6 hours of sustained battery usage

Please note that the laptops with smaller screens are not sufficient, as the much smaller screen size severely compromises the ability to effectively navigate the eTexts and other resources.

Where do parents purchase the device?

Parents have the flexibility to purchase the device from the store or online provider of their choice. There will be no payment options through the school.

When do students need the device?

The College now has the student profile enrolment ready and the eTexts (see below) will be available for downloading from late-January 2020 (Campion will email parents with instructions), so that the student eTexts will be ready for classroom use from the first school day of 2020. Ideally, all students should have their device by early January 2020 to enable the setup of the device (from home) and to allow some time for students to get used to the device before bringing it to the learning environment.

What type of physical protection is required?

Nazareth College requires all student laptops to be well-protected with a sturdy case that protects all parts of the casing and screen.

Students should have either a padded sleeve or a shoulder bag for their device.

- Sleeves are designed to fit easily into other bags, and offer less protection than most shoulder bags; e.g. the Targus CityGear 15.6" Laptop Sleeve, found at: www.targus.com/au/citygear-156-sleeve-black)
- Laptop bags offer more space for storage of chargers and accessories, generally provide more protection and are easier to carry, but are bulkier and more difficult to fit inside a school bag.; e.g., the Belkin 16" Simple Toploader, found at: <http://www.belkin.com/au/F8N657-Belkin/p/P-F8N657/>

If a student already has a device, it is important to understand that a sturdy case / sleeve / bag is compulsory. Students who arrive on the first day without suitably sturdy protection for carrying their device between classes will be required to purchase one. Think of it as part of the uniform.



We already have an older device at home: do we need to upgrade?

Laptops are generally expected to last for 3 years, but all devices may be suitable for longer periods providing their speed and storage remains optimal for learning (and meets the minimum requirements specified above).

Can the device be engraved for Security purposes?

It is best to consult with the manufacturer or place of purchase to ensure that you do not void the warranty if you want to do this when you purchase the device.

Do we still have to buy textbooks and stationery?

YES, you have the option to buy several physical texts, stationery and eTexts (all purchased by parents via Campion booklist).

At this stage, not all text books used in our Curriculum are available in electronic format; however, the number of textbooks has been significantly reduced by Nazareth due to eText bundles. For most eTexts, parents also have the option of purchasing a physical, printed copy (usually at an additional cost).

How and when will students get eTexts, eBooks and school-supplied software?

eText and eBook links are emailed by Campion to the student's Nazareth College email address.

Students will not have to hand over their devices to anyone to get any materials or software but they will need to agree to some terms and conditions as specified in the '**Digital Learning Devices User Agreement**' in order to use the school Wi-Fi network to download items.

What can students have on their device?

While the BYOD device is being utilized as a learning tool, we recognise it is also a personal device. School-required resources will not fill the device, and students can put other apps and software on it, within the limits of the Digital Learning Devices User Agreement.

Students will need to ensure there is enough room for all the educational materials first. As an example, Nazareth College will not be sympathetic if a student cannot get the Maths book on their device because there are too many personally saved videos or games.

Students will need to ensure that the content is appropriate for school and they will need to make sure that whatever is on their device is used only at appropriate times.

Students will be required to sign the '**Digital Learning Devices User Agreement**' about the use of their BYOD device and other eLearning resources before they are allowed to access the network. Nazareth College will expect that students follow the terms to which they have agreed. The agreement is currently available to parents via [PAM](#).

Is there technical support for the devices?

Yes, but the College is only able to provide support primarily for network access and some software / eText issues.

The College is not a device repairer and not recognized as such by manufacturers for this purpose. You will need to organise your own hardware and warranty repairs through your place of purchase or recommended repairer as listed in your device warranty.

What happens if the device is damaged or lost?

With the device being owned by the student, and not the school, it cannot be covered by the College insurance policy. It needs to be covered by your own contents insurance policy. You should investigate this with your insurer if you wish to insure the device (highly recommended by the College).

Is there an agreement I need to sign before my child can use the device at school?

Yes. As part of the program, parents and students will need to agree to the terms of the '**Digital Learning Devices User Agreement**' before a device will be permitted to access the College network and be brought to classes.



What if we decide we want a higher model device?

Families are welcome to purchase a device that exceeds the minimum requirements if they wish.

Do we have to pay for all software and Apps that the school wants my child to have?

The simple answer is Yes (*via Composite subject levy*), although the school provides access to the Microsoft Office 365 Suite and Google Suite.

As part of the eLearning package the school will provide students with access to a set of core software and/or Apps and other software/Apps deemed necessary for the students' study purposes. The cost of these is included in the Composite subject levy.

Instructions for installation of the Office 365 suite are distributed to students via SIMON and can be accessed by parents through the 'Nazareth College BYOD-Office 365' file in the PAM Knowledge Banks in the [eLearning folder](#).

Are there any controls over what my child can and can't use on their laptop?

The College upgraded our wireless and network infrastructure to provide students with a Wi-Fi network capable of handling hundreds of users at once. As part of this upgrade, the College has installed CyberHound, a powerful Next Generation (level 7) Firewall that operates at the top level of the OSI network model and gives a complete view of the College's internet activity, to control and filter everything that is accessed via any 1:1 student device. Students misusing their device can instantly be identified and disconnected from the network and parents are informed of any student breaches and action taken as a consequence.

Can you open and edit Word, Excel and PowerPoint documents on all devices?

Thanks to the College-provided Office 365 suite and Google Accounts for each student, every student has free access to an unlimited amount of Google Drive storage and the complete Office 365 Suite and Google Suite.

The Office 365 suite includes Microsoft Word, PowerPoint, Excel, Publisher, Outlook and more, **and can be accessed both on the student device and online.** Instructions for installation of the Office 365 suite are distributed to students via SIMON and can be accessed by parents through the 'Nazareth College BYOD-Office 365' file in the PAM Knowledge Banks in the [eLearning folder](#).

Google Suite apps can convert Word (into Google Docs), Excel (into Google Sheets) and PowerPoint (into Google Slides) which can then be accessed on any device, anywhere, as they are web-based applications. The Google Suite applications also have the great advantage of allowing student-student and teacher-student access to the same document to enable collaboration and teacher feedback.

What if I can't get Wi-Fi at home?

Most eTexts also come as PDF versions so students will still be able to complete homework, and families will also have the option of purchasing a physical, printed copy of most texts through the booklist (at an additional cost). In addition, the College Resource Centre is open both before and after school for students, and all local libraries also have free Wi-Fi access.

Will students be able to charge their devices at school?

Students are required to bring their device to school fully charged each day. Due to Occupational Health & Safety concerns, students are not permitted to charge their device in any classroom. There is a dedicated charging station in the College Resource Centre that students may use when not in class. The College accepts no liability for student devices when using the charging station, as the College does not own nor control the student power cable nor is the station monitored by staff.

Will the students be able to use their devices in the school yard?

No: the school encourages a balance of work and play. To ensure protection of BYOD devices from damage, they will be required to be secured in lockers during recess and lunch with their combination lock. Students are able to use the device in the Resource Centre at recess/lunch time and before/after school to complete school work.



How will teachers provide feedback?

There are a number of means by which feedback will occur. Teachers will provide most of their feedback via the SIMON Learning Management System using Continuous Reporting, which is accessible to parents via PAM. Teachers can also add notes to work and email it back to students, or directly into a shared document (when using Google Suite). Criteria sheets can be used and uploaded to SIMON for students. This encourages more *one-to-one*, personalised feedback during the development stages of various pieces of work.

Will my child stop hand-writing?

No! The eLearning device will act as an educational tool to aid in the learning process. Students will still need writing skills as assessment tasks will be balanced to both utilize the creativity of learning technology and to continue to reflect the VCE Examination requirements, which remain handwritten for the foreseeable future.

Can you print from all BYOD devices?

Nazareth College has installed printer-copiers in every classroom area and the Resource Centre to which students can wirelessly send printing jobs from any device that can access email by sending the print job to print@nazareth.vic.edu.au

At the College, the aim is to try to reduce the number of printouts required by each student over time. As part of the Nazareth College Community, we encourage students to be aware of, and make every effort to minimise the impact on our environment. The eLearning device will assist in achieving this goal by reducing paper usage overall.

Which software or Apps will my child require on their device?

For laptop/ hybrid devices, most applications will come with the Windows or other operating system. Some applications will need to be accessed as web-based applications.

As noted above, the College will provide instructions for students on download and use of the Microsoft Office 365 suite and for accessing Google Suite.