



WOODRIDGE
STATE HIGH SCHOOL

Bring Your Own Device - BYOD

Address

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What is BYOD?

The future of computers at school

Woodridge State High School is currently in a state of change - a change where we embrace “blended learning teaching environments”. Blended Learning is a mixture between face-to-face learning to online learning both at school and at home where learning continues beyond the classroom.

A sustainable model to harness this 21st century style of teaching is the “Bring Your Own Device” (BYOD) model. A model where student owned devices that gain access to our school network, school resources and filtered internet access. As teachers blend learning, they begin to harness teaching tools that were once only available to those classes timetabled into computer laboratories.

Our students develop skills and abilities with their own computers in a structured, meaningful environment that extends beyond the classroom and beyond school. They will have access to learning and teaching resources available to them 24/7.

Our BYOD model recognises the important role that you as the parent and caregiver play as partners in learning. This document aims to introduce you to not only the concepts and ideas behind BYOD but also how it can work for you and your child.



Why Expand Student Digital Capabilities?

Research from the Foundation for Young Australians (FYA) has identified Digital Literacy as a high demand enterprise skill for the future.

The Technologies team at Woodridge SHS is building a strategic direction for the use of Information Communication and Technology (ICT) across the school curriculum.

As a student at Woodridge SHS, it is beneficial for all students to access a personal digital learning device at school - this is essential to prepare for their pathways after school.

Students can use either a Windows based or Apple Mac based laptop as part of the BYOD program at Woodridge SHS.



Our BYOD Vision

Letting you know where we are coming from.

At Woodridge State High School - we believe that Information Communication and Technology supports teaching and learning as a tool in collaboration, communication, creativity, innovation and critical thinking allowing our team to provide authentic learning experiences and opportunities to all students.

Introduction

Computers have been in classrooms for many years and over the past ten years the use of computers and Information Communication Technologies (ICT) has grown in their application within and outside the classroom. Teachers as life-long learners will continue to focus on their curriculum and balance their teaching to best utilise ICT in an educationally purposeful way. ICT in a contemporary world is being reflected in classrooms.

Devices should support:

- evolving use of ICT for collaboration and creating of knowledge
- extensive ability to share information locally and globally
- online educational environments

BYOD at Woodridge State High School is a means for our community that enables us to unleash our potential. We do this through enacting our core values:

- Safe
- Respectful
- Responsible
- A Learner

Responsibilities of the School

- provide suitable school Wi-Fi connection and filtering system
- provide a blended educational environment
- model safe device and internet practices
- printer services
- provide equity for students

Responsibilities of the Parent

- purchase and maintenance of device
- purchase, install and update applications
- sign the appropriate documents

Responsibilities of the Student

- bring device fully charged each day
- show respect for other devices, work and privacy
- access technology as a responsible user
- sign the appropriate documents

If you have any questions please do not hesitate to contact Mr Gerard Marsh - Head of Department Technologies for more information.

Minimum Device Specifications

Years 7, 8 and 9 | Minimum Device Specification

- **Platform** - PC, 2 in 1 PC or Mac
- **Screen Size** - 11" Screen or above
- **Processor** - Intel Core M or above
- **RAM** - 4GB or above
- **Hard Drive** - 128GB or above
- **Operating Systems** - Windows 8.1 or 10
Mac OSX Yosemite or above. Unsupported - Linux, Android, Windows RT or Chromebook.
- **Wireless** - Wireless AC
- **Features** - Keyboard, USB Port
- **Battery Life** - Minimum 5 hour+ and above

Years 10, 11 and 12 | Minimum Device Specification

- **Platform** - PC, 2 in 1 PC or Mac
- **Screen Size** - 13" Screen or above
- **Processor** - Intel i3 or above
- **RAM** - 4GB or above
- **Hard Drive** - 256GB or above
- **Operating Systems** - Windows 8.1 or 10
Mac OSX Yosemite or above. Unsupported - Linux, Android, Windows RT or Chromebook.
- **Wireless** - Wireless AC
- **Features** - Keyboard, USB Port
- **Battery Life** - Minimum 5 hour+ and above

All Devices | Minimum Software Specification

- **Antivirus** - An up to date version of a trusted Antivirus Software Suite
- **PDF Viewer** - Adobe Acrobat Reader
- **Internet Browser** - e.g. Internet Explorer, Microsoft Edge, Google Chrome, Firefox, Safari

BYOD Information

Information Technology devices are a powerful means of differentiating and personalising a student's education, and student-owned devices allows student choice regarding which applications best suits their learning and communication style. We are giving families control over the choice of the BYOD laptop that students use at school.

Anti-Virus Protection

All BYOD laptops **must** have up to date antivirus software installed. Laptops using Windows 10 are already equipped with Windows Defender however this will need to be enabled. Please uninstall expired trial versions of antivirus software on a laptop.

Microsoft Office Software

Every state school student across Queensland can download and install multiple copies of the Microsoft Office 2016 Professional Plus Suite to their personal home computers and mobile devices for free. (<http://portal.office.com/ols/mysoftware.aspx>)

Adobe Software Suite

The BYOD program at Woodridge SHS also enables students to install Adobe Creative Cloud Suite (Design and Web version) on their own laptop device. Installation details available through our IT Team in the library.

Charging Devices

Students are expected to bring a fully charged device to school each day. Limited charging opportunities will be available at school based on teacher discretion. The school does **not** have spare chargers available for student use.

Access To The Network / Printing

Students can get access to our web printing solution and the filtered school internet line by bringing their laptop to the IT team in the library so the onboarding process can take place.

Tips on buying a laptop

Be Aware of “Bargain” Laptops / Second Hand Laptops

Some cheaper laptops that don't meet the minimum specifications (outlined on page 5). Slow processing power, short battery life and connectivity problems are the general issues with devices below specification. Please avoid. If you are buying a second hand device please ensure that: **1.** It meets the minimum specifications and **2.** The battery life will last a minimum of a school day (replacement batteries can usually be purchased online).

Warranty and Insurance - Damaged Laptops

Families are responsible for device repairs under warranty or through insurance policies. Accidental Damage Protection (ADP) insurance should be a priority when purchasing devices as devices do get broken. Purchasing a protective sleeve is recommended to help to protect the laptop from accidental damage. It is expected that students will use a sleeve and keep their laptop in their school bag, which is designed to hold a laptop, when moving around the school.

Purchasing A New Laptop

Minimum specification devices are available through vendor sales portals which are accessible through our school website. The vendors on this portal have no affiliation with the school and the purchase is between the vendor and the family. If purchasing a device from a store or shop - Please **ENSURE** that it meets the Minimum Specifications (page 5).

“Connected to Every World” through the power of BYOD...



Administrator Account

All students are required to have Administrative Access to their BYOD laptop to allow connection and installation of school resources. Administrator rights can be turned back on for the student account after the initial connection to the school network.

Laptop Language

Our IT support team can only diagnose first level support for laptop issues when the default language is English on the laptop. When accessing support please ensure that the language has been reset to English.

Mobile Data Networks (3G and 4G)

Mobile networks can provide students with an unfiltered network within the school grounds. Parents and caregivers must ensure these network connections are disabled before arrival at school. The school cannot take responsibility for content accessed through these networks. Students found to be inappropriately using or providing access to a mobile network will be addressed through the school Responsible Behaviour Plan.

Laptop Backup

Technology devices can fail, be lost or stolen, it is extremely important that students backup their important files to an external device such as a USB Memory Stick or External Hard Drive. Non-Departmental cloud storage is not accessible at school.

Content on Laptops

The Parent or caregiver must ensure that all content on the BYOD laptop is licensed, legally obtained and meets the guidelines outlined in the school's ICT Policy and Responsible Behaviour Plan (these documents can be found on our school website). The school reserves the right to audit BYOD Laptops and notify parents to remove content that has not been legally obtained or does not meet the school's ICT Policy or Responsible Behaviour Plan.

Device Monitoring

When connected to the school's network, all data transmissions sent and received are monitored and logged by the Department of Education. This includes, but is not limited to, Internet History and Email Transmissions.

School Software

Some subjects require the use of specific software, all of which have different licencing arrangements. Where required, the school may assist in the installation of subject specific software. Specialist software loaded by the school must not be copied or transferred, for any reason without prior written consent from the school. Unauthorised use may breach copyright laws and the Parent or caregiver may be held liable for any damages incurred.



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