



**Oakbank**  
Area School

# BYOD Handbook

v2020.3

Bring Your Own Device (BYOD) refers to technology models where students bring a personally-owned device to school for the purpose of learning. Our BYOD model is a “light-touch” or “open” model where students are able to access the school’s wireless network with their personal devices (laptops and tablets) during the school day (with classroom teacher approval) allowing students to access our Learning Management System, filtered internet, printing and to collaborate with others.

Oakbank Area School is committed to moving students forward in a contemporary learning environment and many families have already chosen this option for their child. Having a BYOD program enables OAS to create a sustainable way for the school to have every student with access to a device.

A device in the hands of every student extends and enriches learning by:

- Shifting instruction towards student centred learning, where inquiry and authentic learning are emphasized.
- Focusing on contemporary learning, including critical and creative thinking, collaboration, communication, self-direction, global and cultural awareness.
- Using online learning tools and digital content.
- Increasing student engagement through ICT.
- Creating learning opportunities; anytime, anywhere.

**From 2020, all year 8 students are being asked to have their own BYOD laptop in class by term 3. From 2021, all year 8 and 9 students are asked to have a BYOD laptop in class from the start of the year. This will extend into Year 10 in 2022 and onwards. The BYOD program continues to be open to all year levels from Year 7 onwards to participate.**

If a student does not already own a suitable electronic device, there are two options available:

**1. Recommended Laptops**

Choose from two selected laptop models that meet school requirements.

[www.hpshopping.com.au/oakbankbyod](http://www.hpshopping.com.au/oakbankbyod)

**2. Supply your own BYOD laptop**

Bring an existing laptop or source your own.

**Principal's Laptop Access Scheme**

In exceptional circumstances, should you have financial impediments to accessing a laptop for your child, please enquire with the Principal about applying for our Principal's Laptop Access Scheme, where a laptop may be provided during school times for limited numbers of students.

# 1 Recommended laptops - HP BYOD Portal

Use code **Oakbank5%** to activate this pricing

[hpshopping.com.au/oakbankbyod](https://hpshopping.com.au/oakbankbyod) or **13 23 47**

Oakbank Area School has partnered with HP to identify the most optimal learning devices for our students. Two devices have been selected based on price, specifications, commercial-grade construction and longevity of use. Students and friends of the school are able to buy directly from HP via our school's Portal.



## HP Probook x360 435 G7 (Touch)

- **AMD Ryzen™ 5 4500U** APU with Radeon™ Graphics (2.3 GHz base clock, up to 4 GHz max boost clock, 8 MB L3 cache, 6 cores)
- **8 GB** DDR4-3200 SDRAM
- **256GB** PCIe® NVMe™ M.2 Value SSD
- **13.3" diagonal FHD IPS eDP WLED-backlit touch screen** with Corning® Gorilla® Glass 5 (1920 x 1080)

**With 3 Years NBD Warranty with Accident Protection** \$ 1443.50

**With only 3 Years NBD Warranty** \$ 1263.10

**13.3" Orbus Hard Hardsided Work-In Case** \$ 52.73



## HP Probook 435 G7 (Non-Touch)

- **Intel® Core™ i5-10210U** processor with Intel® UHD Graphics 620 (1.6 GHz up to 4.2 GHz with Intel® Turbo Boost, 6 MB L3 cache, 4 cores)
- **8 GB** DDR4-2666 SDRAM
- **256 GB** PCIe® NVMe™ SSD
- **13.3" diagonal HD SVA WLED-backlit non-touch** (1366 x 768)

**With 3 Years NBD Warranty with Accident Protection** \$ 1266.49

**With only 3 Years NBD Warranty** \$ 1086.09

**13.3" Orbus Hard Hardsided Work-In Case** \$ 52.73

### 3 Year Warranty included

Both laptops are covered under a 3-year Next Business Day\* (NBD) onsite warranty. Warranty covers manufacturer's defects and failures that occur during normal use of the laptop. Warranties do not cover negligence, abuse or malicious damage. Most laptops purchased from retailers have 1 year warranties.

**\*NBD service is dependent on parts availability.**

### Option for Accidental Damage Protection (ADP) (Highly Recommended)

Accidental damage is defined as physical damage to a product caused by or resulting from a sudden and unforeseen incident, provided such damage occurs in the course of regular use. Cover includes liquid spills in or on the unit, drops, falls and electrical surges, as well as damaged or broken LCDs and broken parts.

**We highly recommend taking out the accidental Damage Protection (ADP) option. This cost is approximately one-third of the cost of a screen replacement (including labour) on some models.**

ADP is limited to 3 claims over 3 years. There is a \$0 excess fee per claim. Upon complete product replacement, ADP agreement terminates. Purchaser can buy ADP cover again that will align to warranty expiry.  
HP ADP Product Disclosure Statement [www.hp.com.au/carepack/pds](http://www.hp.com.au/carepack/pds).

### Making a warranty or ADP claim

The School's ICT Services will be the first point of contact for any issues (Warranty or ADP) so they can be assessed and logged as soon as possible. Parents may also log warranty jobs directly with HP.

**Repairs will be performed onsite by HP Technicians – at school or at home.**

## 2 Supply your own Laptop

Parents can source a laptop for use at school. This could be a newer laptop you already have, or a laptop you purchase independently. We have the following minimum requirements as a guide to purchasing.

<b>Operating System:</b>	Windows: Windows 10 recommended (Home or Pro) Mac: OSX High Sierra or higher
<b>CPU:</b>	Intel Core i5 Processor or AMD Ryzen 5 equivalent
<b>Memory:</b>	8GB Recommended
<b>Storage:</b>	SSD 128GB or larger recommended (SSD - Solid State Drive: SSDs have smaller storage capacities than a mechanical drives, but are more durable and faster)
<b>Battery:</b>	All day (6hr minimum) battery life. Students are responsible for bringing their device to school charged– <b>charging facilities will not be available.</b>
<b>Screen:</b>	13"-15". Touch screen not required, but is a popular option.
<b>Warranty:</b>	Look for <i>onsite repair</i> or a <i>local repair centre</i> .

### Can I use a tablet or a Chromebook?

Students can use tablets, but we recommend a physical keyboard. Some applications / web or physical may not work on these devices. We have trialled Chromebooks and currently do not support them in our environment.

### Please consider the following factors that can impact cost and other recommendations:

- **How long is the warranty?**
- **What is the build quality? Is it designed for home use or is it designed for use at schools and businesses?** (usually a more rugged build).
- **If something breaks, where do I take it? How much will it cost? How long will it take?**  
Screens, especially touch-screens are usually a very large component in the cost of a laptop. Including labour, a replacement screen can be as much as \$700+ on some models of laptops.
- **How long can I expect a laptop to last?**  
A medium-spec laptop will usually last 3-4 years. An entry-level laptop may only last 1-2 years.

# BYOD Program Details

## Support

[dl.0762.icthelp@schools.sa.edu.au](mailto:dl.0762.icthelp@schools.sa.edu.au)

**Support and advice is provided by Oakbank Area School IT Services to connect your compatible device to our network.**

This includes:

- Security certificate for our Internet Filtering.
- Printing software / drivers installed.
- Onsite only monitoring software commencing late 2020.

The School will facilitate warranty and ADP claims for devices purchased via the recommended program, but please be aware that the school cannot provide technical support for problems you may encounter with other devices.

## Agreements and Policies

Students must adhere to the **Oakbank Area School Cyber Safety / ICT Policy & Agreement** which we require all Students and parents to sign.

The school reserves the right to monitor the content of student laptops and may conduct live monitoring of activity on the laptop. Any images or material on privately owned equipment/devices, such as USB/portable drives, must be appropriate to the school environment. Breaches of this policy will follow the procedures outlined in this document.

This covers the use of all devices and services, both personally and school-owned. Where a student is suspected of an electronic crime, this will be reported to the South Australian Police.

## Charging

Students are expected to charge their laptop at home and bring it to school every day fully charged. Students will not be able to charge laptops at school.

## Printing



Staff and students are encouraged to transmit work electronically unless a hard copy is required for assessment purposes or display.

Students are able to print their work to printers at school which are audited regularly.

## Software & Services

[Learnlink.sa.edu.au](http://Learnlink.sa.edu.au)



The Department for Education provides students with a **Learnlink** email address that is to be used for all school-related purposes.



**Microsoft Office** (Word, Excel, Powerpoint etc) is provided free of charge, downloadable via a student's **Learnlink** email account (under the Office 365 link). Sign in with your Learnlink email address and password to activate.



The school recommends that students save their work to **Microsoft OneDrive** for backup and ease of access.



**Adobe CC** products are supplied for senior students whilst studying specific subjects.

## Taking care of your laptop

The following main principles of care apply:

- We strongly suggest the protective bag / case / sleeve that is padded for protection is purchased.
- Always transport your laptop in its case / sleeve at all times.
- Keep food or drink away from the laptop
- Try not to store any other items in the sleeve / case with the laptop – especially drink bottles!
- Don't leave cords, cables or removable storage plugged in when you put your laptop away.
- Don't carry your laptop while the screen is open.
- Don't lean on or place books or heavy items on top of the laptop when it is closed.
- Clean your screen only with a soft, dry cloth or anti-static cloth.

## Security

Oakbank Area School is not responsible for the theft of a device, nor for any damage done to the device whilst on school grounds. Lockers are available for all students and it is the student's responsibility to not leave their valuables unattended. We recommend personal laptops are only used by their owners. Parents should investigate personal insurance (either accidental damage and/or theft) to cover any unforeseen situations.

# Questions?

Please feel free to contact us should you have any questions or queries

**Principal** **Bruce Oerman**

Bruce.Oerman609@schools.sa.edu.au

**Middle School Co-ordinator** **Kristen Bence**

Kristen.Bence429@schools.sa.edu.au

**Computer Systems Manager** **Matthew Fazakerley**

Mon-Tues + Fri

dl.0762.icthelp@schools.sa.edu.au

**HP BYOD Representative** **Joshua Browne 0481 342 897**

joshua.browne@hp.com



**Oakbank Area School**

154 Onkaparinga Valley Road

OAKBANK SA 5243

**Phone: (08) 8398 7200 Facsimile: (08) 8388 4718 Email: [dl.0762.info@schools.sa.edu.au](mailto:dl.0762.info@schools.sa.edu.au)**

**Website: [www.oakbankas.sa.edu.au](http://www.oakbankas.sa.edu.au) Facebook: [facebook.com/oakbankas](https://facebook.com/oakbankas)**



Government of South Australia

Department for Education