



Oakbank
Area School

BYOD Handbook

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 2022, all students in Middle and Senior School (Year 7-12) are being asked to have their own BYOD laptop in class each day.

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

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 impediments to accessing a laptop for your child, please enquire with the Principal about applying for our Principal's Laptop Access Scheme, where a loan laptop may be provided for limited numbers of students.

1 Recommended Laptops - HP BYOD Portal



www.hp.com.au/byod

Access Code: **OakbankAS**



HP ProBook 430 G8 13.3"
Intel i5 + 3y Onsite Support
256 GB Storage, 8 GB RAM, Windows 10 Pro, 1.28Kg

+ ADP only \$129 = \$1,130



HP ProBook x360 435 G8 13.3"
AMD Ryzen 5 + Pen
256 GB Storage, 8 GB RAM, Windows 10 Pro, 1.45Kg

+ ADP only \$129 = \$1,395



Price includes 3 Years Onsite Warranty & Free Delivery



Accidental Damage Protection (ADP) Available



More details on the HP BYOD Portal

Student Ready Devices Direct From HP at Discounted Prices!



BYOD Program

Buying directly from HP ensures your child has the right device and support to work in the school environment. Importantly, it guarantees the latest learning devices at affordable pricing. All devices have been selected to meet the schools minimum device requirements.



What is Accidental Damage Protection (ADP)?

ADP covers the device against accidental drops, spills or damage. Zero excess for three major claims over 3 years. E.g if a student were to drop their device and crack a screen we will come to site to repair at \$0 excess including parts and labour.



How Do I Purchase?

The easiest way is to purchase online at www.hp.com.au/byod and use your school code. You can also purchase via the HP Call Centre 1300 725 017 (Mon - Fri 9am - 8pm AEST).



Payment Options?

HP offer 24 Months interest free finance through Latitude Finance available online through the store and fully automated at checkout.



Just pick up the phone and call for all your enquiries



Joshua Browne

Phone: 0481 342 897

Email: joshua.browne@hp.com

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.

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

Can I use a tablet or a Chromebook?

We have trialled Chromebooks and currently do not support them in our environment. We recommend a full laptop running Windows or MacOS for compatibility. Students can use tablets, but we recommend a physical keyboard, and may find that some applications and web apps may not work on these devices.

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

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.
- May implement onsite only monitoring software commencing.

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.

Software & Services

Learnlink.sa.edu.au / office.com



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.

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.

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.

2022.2 (Sept 2021)

Questions?

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

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Government of South Australia
Department for Education