LYNDHURST SECONDARY COLLEGE

BRING YOUR OWN DEVICE (BYOD) PROGRAM

Information for Parents & Students

Lyndhurst Secondary College operates a BYOD Program.
This program ensures every student has 'anywhere, anytime' access to cutting edge learning resources. It will also allow teachers to engage students in quality e-learning activities in class, and ensure they are prepared to enter a technology-rich world. Additionally, with the combination of DET's eduPass solution and Microsoft Office 365 initiative, students will have free access to a catalogue of software to download and install on their personal machines.

SUMMARY – WHAT YOU NEED TO DO

1. Have a "device" that meets or exceeds the *minimum requirements*
(see right).

2. Prepare the device for use at school.
See 'Preparing the device' for details.

3. Ensure your child brings the device to school fully charged every day, and follows the BYOD Usage Agreement.
See 'Using the device' for details.

MINIMUM REQUIREMENTS
Below are the minimum device specifications that MUST be met if you intend to bring your own device for classroom usage:

- PC Windows 7/8/8.1/10 or Mac OSX 10.9+ (Windows RT Not supported)

- iPad with the latest iOS (iPad mini Not supported)

- Screen size at least 9.7 inches. (*Mobile phones and smaller tablets are unsuitable for productive usage in the classroom environment due to their limitations in screen size and functionality*)

- Any device that meets the minimum requirements can be brought to school for use as part of this program.

- Please double check that the battery life meets the minimum requirements, as many older devices don't have the capacity to last for a whole school day.

- It is highly recommended that you insure the device against theft, loss and accidental damage (possibly as part of your home/contents insurance). Please note that the College does not hold insurance to cover BYOD devices.

- It is not necessary for you to purchase Microsoft Office or anti-virus software, as this can be downloaded from the eduSTAR software catalogue.

- Please keep in mind that larger devices (screen sizes over 13") can be cumbersome for students to carry, and students struggle to fit them on desks with their books. Weight is a serious issue when considering everything students have to carry to school already.

- Students who do not wish to participate in the BYOD program can borrow a laptop for the day from the Library Resource Center before school and must return it by the end of the day. These netbooks are <u>not</u> permitted to be taken home.

SUPPLIERS

Parents may purchase a laptop from a retailer of their choice or bring an existing laptop from home that meets our <u>Minimum Requirements</u>. These specifications may be reviewed and updated due to constant advancements in technology.

Optionally, the Department of Education and Training has a list of authorised suppliers for computers and hardware to schools. These are reputable companies

that have been tested and approved by DET. The College has approached one of these suppliers to assist with the purchasing process by offering a number of computers for entry level, mid-level and advanced computers. Lyndhurst has no formal relationship with these vendors and receives no financial kickbacks.

EDUNET has an ordering portal that has been specifically designed for school environments. The online portals are set up as a step-by-step system allowing you to select your device, accessories (if applicable), extended warranty and insurance. Both offer flexible payment methods and various shipping options to ensure you receive your purchase securely and in a timely manner.

The purchasing portal can be accessed from our website www.lyndhurst.vic.edu.au under the BYOD link.

PREPARING THE DEVICE

- Ensure the device is functioning correctly, and your son/daughter is comfortable using it.

- Ensure there are no passwords which will prevent your son/daughter from using the computer, or changing its configuration (e.g. connecting to a wireless network).

- Remove any software (e.g. games) that might distract your son/daughter.

- Label the device with the student's name. It's usually best to put an identification sticker below the keyboard, and another on the outside of the lid.

- Ensure the device is fully charged before each school day.

USING THE DEVICE

During the first 2 weeks of school, the school's IT technicians will be available during lunch time at the Library Resource Centre to:

• issue students with their eduPass registration letter

• help students connect to the school's wireless network.

• help students add a firewall rule to allow access to Microsoft Office 365.

• help students set their homepage to the school's intranet site.

• record the details of each student's device.

Once students have their eduPass username and password, they will be able to download and install Microsoft Office and anti-virus software on their computer. This can be accessed via the following link:
https://www.edustar.vic.edu.au/Catalogue/Pages/SoftwareHome.aspx

IT support is also available every day at lunchtime in the L-1 computer room and after school on Monday and Friday in the same room. Any change in support time and location will be reported on the schools Compass portal.

If you have any further questions or would like to discuss the technical details of what is changed on students' computers, please contact the College.