



# CATHOLIC LADIES' COLLEGE

A YEAR 7 TO 12 GIRLS' SECONDARY COLLEGE

## BRING YOUR OWN DEVICE PROGRAM 2018 YEARS 10 TO 12

Catholic Ladies' College aims to promote student centred learning and is committed to optimising learning outcomes for students by having access to the latest technology. A student owned device facilitates personalised learning anytime, anywhere. It also enables learning to be optimised and enhanced. CLCs wireless network extends throughout the school in order to facilitate the learning opportunities.

In 2018 all students in **Years 10 to 12** will participate in the **Bring Your Own Device (BYOD)** Program. Students in Year 9 will already be in possession of an iPad and may continue to bring that device in 2018 as long as it is in good working order. Students must bring a suitable laptop, Chromebook, or a tablet (eg. iPad, not a smart phone) to their classes each day. Students will be provided with access to the school network as well as the internet whilst at school.

### Features of the BYOD Program:

- Access to the school's network 24 hours a day;
- Wireless connectivity;
- School internet filtering;
- Access to G Suite (Google).

### BYOD Agreement

The BYOD Policy includes a BYOD Student Agreement which includes device requirements and student responsibilities. Prior to connecting to CLC's Wi-Fi network, the student must return the BYOD Student Agreement signed by the student and by a parent.

### Minimum requirements - Hardware

**Form Factor:** laptop, tablet (eg. iPad), convertible device, Chromebook

**Screen size:** 9.7" (24cm) screen size or larger

**Wireless compatibility**

**Battery:** at least 6 hours of sustained battery usage

### Security

Students with laptops, including Apple Macs, must purchase and install one of the following antivirus programs:

- Trend Micro; or
- Norton.

This is to safeguard the integrity of the CLC network. Please note: free antivirus software is not sufficient. Please also note, antivirus software is not required for a Chromebook.

### Recommendations

It is strongly recommended that all devices are insured for accidental damage, theft or loss. Any insurance enquiries should be addressed directly to your insurance provider. Also, a sturdy protective cover or cases should be provided for the device.



## Additional Considerations

Students must be able to convert productivity software files to those which the College accepts for submission. Acceptable formats will be communicated to students before commencement of any ICT related tasks. Productivity suites from Microsoft Office, Apple and G Suite (Google) all offer cross compatibility or the option to convert files to the required formats. (Examples: creating a Microsoft Word document and converting it to PDF for final submission; exporting a Google Doc as a PDF or Word document; exporting a Pages document to a PDF or Word document).

## Devices for consideration

There are many devices to choose from and the decision will depend on personal choice, student use, devices already owned, and the amount you wish to spend on a student device. It must be in good working order in order to ensure performance and connectivity.

## Frequently Answered Questions (FAQs)

### **What happens if my daughter's device malfunctions?**

Parents are required to return the device to the manufacturer or the place of purchase for repair or replacement or to attend to any warranty issues. The College's ICT Office is not responsible for troubleshooting student owned devices

### **Would I need to buy a high-end device if my daughter is studying Media, Music or Arts subjects?**

No. High end computer labs are still provided by the College for media-intensive courses.

### **Can I purchase a device through the College?**

No. You will need to purchase it through a retailer of your choice.

### **Who is responsible for backing up school related files?**

Students are solely responsible for storage, management and backing up of their files. The College provides storage and sharing of files by G Suite (Google) and the College's own domain. It is very important that files are backed up from the device so that they can be accessed from any location 24/7 and in the event of loss or damage to the device. Loss of data is not accepted as an excuse for late/non-submission of homework or assignments.

### **Will my daughter's device be covered by the College's insurance?**

No. Students are expected to be responsible for the care and maintenance of their own device. It should be stored in their locked school locker when not in use. The device should be transported to and from school in the student's school back-pack. It is also strongly recommended that a protective carry case is purchased for the device. Insurance and/or extended warranty is the responsibility of the student's parent.

### **My daughter already has a laptop / iPad / other device. Does she need to purchase a new one?**

As long as the device is in good working order and can access the internet, the device she already has is sufficient.

### **Can my daughter use a 3G or 4G enabled device?**

The College network cannot filter 3G or 4G traffic so it is recommended that such access be turned off when your daughter is at school.

### **Will my daughter be using it in every lesson?**

Not necessarily. However, there is an expectation that it will be brought to school each day fully charged. It should have a battery life of at least 6 hours.

### **Does my daughter's device have to have a keyboard?**

No. However a keyboard is seen as desirable at these levels, but many students manage without one.