



VILLANOVA COLLEGE



BYOD INFORMATION

(Bring Your Own Device)

In 2020, all new students will be required to bring their own laptop to Villanova College. All continuing students may use their existing BYOD laptop or elect to purchase a new laptop.

Minimum Recommended Specifications

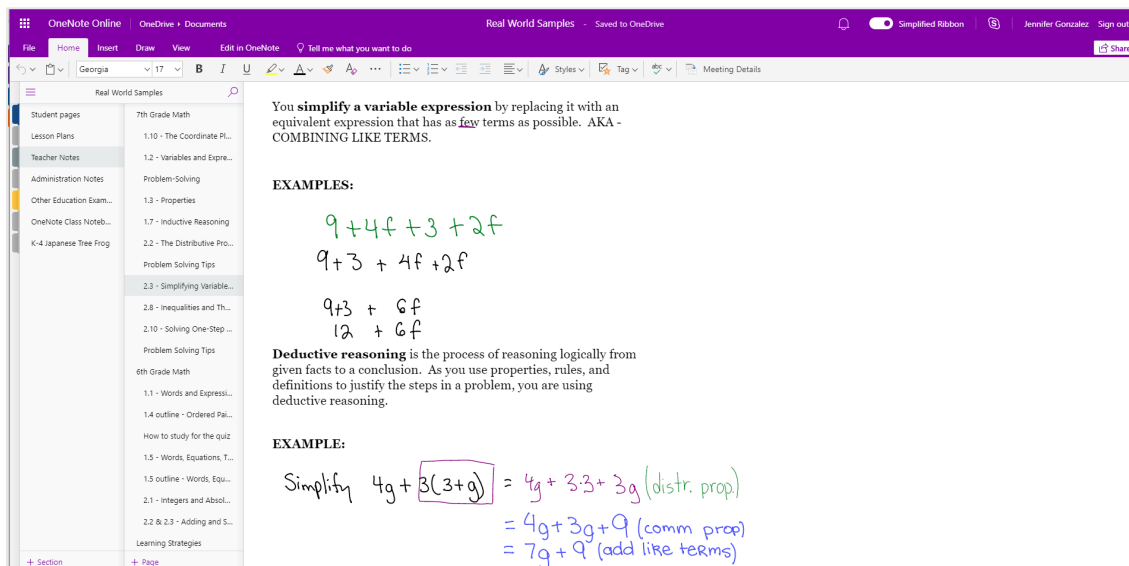
To ensure your son has suitable access to the learning experiences involving technology for his year, the College has devised Minimum Recommended Specifications for BYOD laptops. These differ across the Junior, Middle and Senior Schools.

A Minimum Recommended Specification refers to the lowest specification of a laptop suitable for a student at the College. It serves as buying advice for parents. Our Minimum Recommended Specifications are based on several factors, including:

- Planned use of technology in core and elective subjects;
- Battery consumption and longevity of laptop life;
- Effective pedagogical practices and integration of technology in teaching and learning;
- Industry advice and our previous experience of BYOD and school-managed laptops.

Since 2015, Villanova College has gradually phased in BYOD laptops across all year levels of the Junior, Middle and Senior Schools. Over this time, we have gained considerable experience and insights regarding the suitability and application of different types of devices across the three sub-schools. We share these insights with you to assist your purchasing decisions.

Firstly, it is strongly recommended students bring pen-enabled devices (also referred to as “digital ink”) to school. The key benefits of digital inking are the ability to draw, write and annotate directly on the screen of the device. There is extensive research which demonstrates the benefits of digital inking to support learning – this physical act of writing on a screen engages more of our consciousness than simply typing and/or reading. Evidence-based studies indicate that digital inking enables more authentic, timely feedback between teachers and students, increased levels of student engagement, more personalisation of learning environments, increased knowledge retention, increased ideation/graphing and less technology ‘friction’ in the classroom (International Data Corporation, 2015; Oviatt, 2015). A broad range of Windows 10 laptops support digital inking directly on the screen while Apple MacBook Airls and Pros have no ability to directly touch, tap or annotate on the screen.



The screenshot shows a OneNote page titled "Real World Samples" with the following content:

You **simplify a variable expression** by replacing it with an equivalent expression that has as **few** terms as possible. AKA - COMBINING LIKE TERMS.

EXAMPLES:

$$9 + 4f + 3 + 2f$$

$$9 + 3 + 4f + 2f$$

$$9 + 3 + 6f$$

$$12 + 6f$$

Deductive reasoning is the process of reasoning logically from given facts to a conclusion. As you use properties, rules, and definitions to justify the steps in a problem, you are using deductive reasoning.

EXAMPLE:

$$\text{Simplify } 4g + 3(3+g) = 4g + 3 \cdot 3 + 3g \text{ (distr. prop)}$$

$$= 4g + 3g + 9 \text{ (comm prop)}$$

$$= 7g + 9 \text{ (add like terms)}$$

Above: example of OneNote use where students can type, write and annotate on the page surface. OneNote also supports multi-modal learning where any page may a combination of contain text, annotations, embedded videos, quizzes, internet links, PDF print-outs, images and interactives.

Secondly, Software such as OneNote supports students in the integration of digital ink with typing. Class Notebooks are used extensively across the Middle and Senior Schools for their ease of content distribution, collaborative spaces and constant syncing of student work with teacher feedback. Furthermore, OneNote integrates a broad range of content creation tools such as typing, handwriting, annotation/highlighting, audio and video, weblinks, images, tables, equations and file attachments. As such, a digital ink enabled device will support students in accessing the full range of content creation tools in this context. Windows 10 devices receive frequent, automated updates for a broad range of Office/OneNote features and enhancements.

Thirdly, battery life is a critical element in choosing a BYOD laptop. For this reason, SSD (Solid State Drive) devices are highly recommended. SSDs consume significantly less battery power and are less susceptible to data corruption in the event the device is bumped or dropped. The size of the laptop screen is also a key factor in battery consumption. Therefore, consider smaller screen sizes to prolong laptop use throughout the day.

Fourthly, accidents happen. Over several years of running a BYOD program, breakages due to negligence have decreased significantly but do remain an ongoing occurrence. In the event that your son's laptop is dropped or damaged repairs can be very costly. The College strongly recommends that purchase of a BYOD laptop includes both extended 3-year warranty AND Accidental Damage Protection (ADP). ADP does not cover loss or theft, it is recommended you explore this within your home and contents insurance policy. ADP can be chosen when a BYOD laptop is purchased through specific retailers at the time of purchase with a range of Excess options. There have also been instances where students have damaged other students' devices. In these situations, it has been the responsibility of the third party to cover the repair costs. Once again, the importance of warranty and accidental damage insurance cannot be underestimated.

Finally, the stage of your son's schooling is an important factor in the selection of device. In the Junior and Middle Schools we strongly recommend a Windows 10 digital ink enabled device. Such a device will best support your son as he engages in a broad curriculum while learning to operate, maintain and care for what is possibly the first computer he has owned. In the Senior School, where students are more likely to have chosen possible career/study pathways, it is more likely that students know exactly what type of device is most appropriate for their future direction. In this instance, students may decide that a MacBook is a better fit for their career pathway and chosen subjects and have a decreasing need for digital inking and on-screen annotation.

In summary, BYOD provides families with the opportunity to bring either Windows 10 or Mac OS laptops to school. While the College IT infrastructure and digital pedagogical approaches of the College support both platforms it would be highly advantageous if Junior and Middle School students used Windows 10 digital ink enabled devices. This is still a strong recommendation for Senior School students, however there may be students whose chosen course of study or future pathways would be better supported with a Mac OS device.

Additional reading

International Data Corporation. (June 2015) Digital Ink in the Classroom: Authentic, Efficient Student Engagement. Retrieved from https://info.microsoft.com/rs/157-GQE-382/images/IDC_Digital_Ink_in_the_Classroom.pdf

Oviatt, S. (2015). Pen? Keyboard? Voice? Touch? Retrieved from https://download.microsoft.com/documents/apac/en-au/For-Schools_MS-Oviatt-Paper_V2.pdf

Official OneNote resources: www.onenote.com/ink; <http://onenoteineducation.com/en-US/students/>

Minimum Recommendation Specifications

Please refer to the following table for **Minimum Recommended Specifications**. Specifications are the size/capacity and hardware options that are freely available when purchasing a laptop or computer.

	Junior School (Year 5 and 6)	Middle School (Year 7, 8 and 9)	Senior School (Year 10, 11 and 12)
Windows 10	Memory: 4GB RAM or higher Processor: i5 or i7 processor Storage: 128GB SSD (Solid State Drive) or higher Wi-fi: 802.11ac Display: 11" or larger (touch screen with pen that can annotate on the screen is recommended).	Memory: 4GB RAM or higher Processor: i5 or i7 processor Storage: 128GB SSD (Solid State Drive) or higher Wi-fi: 802.11ac Display: 11" or larger (touch screen with pen that can annotate on the screen is recommended).	Memory: 8GB RAM or higher Processor: i5 or i7 processor Storage: 128GB SSD (Solid State Drive) or higher Wi-fi: 802.11ac Display: 11" or larger (touch screen with pen that can annotate on the screen is recommended).
MacBooks*	MacBooks are <u>not</u> supported or recommended.	MacBooks are <u>not</u> supported or recommended.	MacBook Pro* 13.3", i5 processor, 8GB memory, 256GB SSD storage.
General Recommendations	Advertised battery life: 6 hours or higher TANC hard case Maximum weight: 2kg		

A note about Creative Arts subjects in the Senior School: Students studying Creative Arts subjects in the Senior School (i.e. Visual Art, Media, Music) are recommended to purchase laptops with larger displays (13"-15"), 16 GB memory, 256-512 GB SSD storage and i7 processors.

About Apple Macs: Macs are sold as a standard range of devices meaning there is no specific Education line of devices with a toughened, reinforced physical shell. Apple MacBooks are especially not recommended for students studying Technologies subjects due to compatibility issues with software and peripherals (refer to the Resources section on this page for more information).

JB Education Parent Purchasing Portal

Villanova College is seeking to assist parents in device selection with an optional Parent Purchasing Portal. The portal aims to make purchasing simpler by offering a range of devices that meet the College Minimum recommended Specifications. Parents may use this portal to select a device, accessories, warranty extensions and ADP (accidental damage protection) plans and payment options.

Visit the JB Education Parent Purchasing Portal at:

URL: <https://www.jbeducation.com.au/byod/>
School code: **VILLA2020**

Please note that BYOD laptops purchased through the portal are not supported or serviced in JB outlets and stores. Refer to the [BYOD laptop repairs, servicing and hot swap loans](#) document on the Villanova College BYOD page for servicing contact information.

Installation of Software for commencement of the school year

All students' BYOD laptops are required to have mandatory software packages (*BYOD Essentials*) installed and ready for immediate use for the commencement of Term 1.

For these installations to occur, your son will require his College email address and password. Continuing students already have this information and may install software when ready. **New students will receive an email containing these credentials very early in January 2020.** It is imperative the College has the correct email addresses for parents of new students to avoid delays with the receipt of this important message.

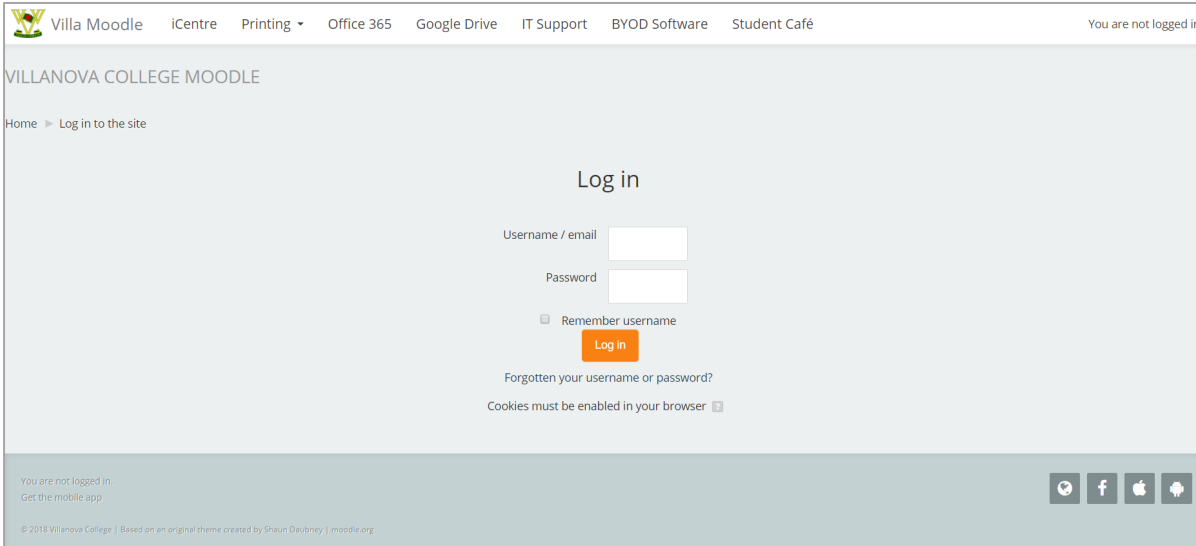
With a College email address and password you will be able to sign in to Villa Moodle (the College Learning Management System) to access the *BYOD Essentials* installation instructions.

In short, the *BYOD Essentials* are:

1. **Drive File Stream:** installed and signed in to your son's College email account.
2. **Office (Word, PowerPoint, Excel and Outlook).** This suite of applications must be installed via the Office 365 portal at <https://portal.office.com>. You will need to uninstall any Office application that comes pre-installed with your laptop (excluding OneNote).
3. **OneNote:** Windows 10 OneNote app or download/install OneNote from the macOS App Store. OneNote must be signed in to your son's College email account.
4. **Google Chrome:** installed and signed in to your son's College email account.
5. **Antivirus software:** if you are not using your own the College provides Sophos Endpoint Protection free to all students using BYOD laptops.

Please note you are **not required to purchase** or pay for any of the above applications – these are either free or provided by the College.

In addition, the College will be scheduling **BYOD Set-up Workshops** for parents during **mid January 2020**. Please check your email correspondence during early January for more information.



Above: Villa Moodle is the learning management system used across Villanova College (Years 5-12). Students access Villa Moodle with their College email address and password. Villa Moodle contains specific instructions and guides to assist parents in setting up BYOD Essentials software.

SMARTER BYOD SOLUTIONS FOR EDUCATION

www.jbeducation.com.au/byod

JB Hi-Fi BYOD Online provides families with access to a wide range of education-specific laptops, tablets, accessories and insurance, at an affordable price.

Products differ from those available in retail stores, as they are education specific and selected for their compatibility to school's ICT infrastructure and curriculum, as well meeting the student's needs at home.

The devices selected are designed to enhance learning experiences:



Products **specifically selected and approved** for Education use



Robust devices suitable for school environment



Enhanced performance and **speedy** connectivity



Extended **battery life**

HOW TO ORDER

1. Go to jbeducation.com.au/byod
2. Enter your school code **villa2020**
3. Once logged in, select the relevant student programme.
4. Select your preferred JB Hi-Fi store for pick up, or pick up from your school (where possible).
5. Follow the prompts to choose your device, insurance cover and device accessories.



The BYOD portal provides a simple step-by-step process that allows you to purchase your devices, accessories, extended warranty and insurance all from the one place. The portal will give you access to:



A customised **dedicated online portal** for managing your device purchases



Finance options including interest free finance



Education specific products, not available in retail stores



A wide range of **accessories** to support your device



Extended **warranties** and **insurance** options



Education specific **discounted pricing**



Pick up from your selected **JB Hi-Fi store**, or **from your school** (where possible)

6. Enter your personal details.
7. Select a payment method and complete your order.
8. If you have any questions, please contact us at jbeducation.com.au/byod or call 1300 730 548.



Useful links

Villanova College BYOD page

The BYOD page on the College website is the central point for all information regarding use and management of BYOD laptops.

<https://www.vnc.qld.edu.au/student-life/our-technology/byod/>

Villanova College BYOD Facebook page

The Villanova College BYOD Facebook page regularly posts scam alerts, cyber safety tips, app reviews and support information to help parents manage laptops and digital devices in the home.

<https://www.facebook.com/villanovabyod/>

The Office of the eSafety Commissioner web site

The Office of the eSafety Commissioner is committed to empowering all Australians to have safer, more positive experiences online. This website provides extensive information and free games to teach students and parents how to be safe online.

<https://www.esafety.gov.au/>

Internet Safe Education

Brett Lee is a popular speaker on internet trends, scams and cyber safety. His website is regularly updated and provides extensive guides for parents and students.

<https://www.internetsafeeducation.com/>

Microsoft Family set-up guide

Windows 10 laptops give families the ability to set, monitor and control content/app access and screen time. This requires a free Microsoft account (for both the parent and child).

<https://www.groovypost.com/howto/manage-kids-screen-time-track-online-activity-windows-10/>

Family Zone (parent control, monitoring and reporting software): www.familyzone.com.au

Circle (parent control, monitoring and reporting software): <https://meetcircle.com/>.

Tips from your son's classroom teachers

- Establish a routine. Ensure your son charges his laptop every night, especially Sunday evening.
- Do not expect your son to remember his password. Please write down passwords for (a) laptop access, i.e. the Windows welcome screen; (b) Administrator account access (should we need to install apps at school); and (c) Villanova College email account password. To protect privacy passwords can be kept inside a sealed envelope or printed on a card in your son's wallet.
- Limit the amount of games and Chrome extensions on the laptop. Whilst the laptop is a personal item its primary purpose is a "digital workbook".
- Don't panic if things go wrong – there's always a solution we can work around!
- Label everything (including styluses) but be careful not to engrave (may void warranty conditions).

Do you have questions?

Please contact the IT/BYOD Support Team via email: byod@vnc.qld.edu.au

The College also has a **staffed IT Helpdesk in the IT Office under Cascia**. Students/parents can bring BYOD laptops for assistance with passwords, account access, installation issues, diagnosis of hardware faults and other advice and support.

IT Helpdesk hours (**during Term time**): before school: 7.45-8.25am; during both recess breaks; after school: 3.00-3.30pm.

The IT Helpdesk (**during the holidays**): please contact the College to arrange a mutual time.