BYOD PROGRAM HANDBOOK

BRING YOUR OWN DEVICE

Learning in a digital age is no longer restricted by time, place, space, or pace. As technology becomes ubiquitous, everywhere, all the time, and integral to life and learning, schools need to adapt to empower students. To develop 21st century learners, pedagogy must shift to student-centred learning. The role of students becomes one of taking responsibility for their learning and the role of the teacher switches to the activator, who utilises self-paced and customisable learning experiences that occur both in and out of the classroom.

This means that students will own, control, and have personal responsibility for the computer that they use at school and at home. To provide the best access to available resources, and to harness the greatest potential for learning, Pine Rivers SHS requires devices brought to school for our BYOD program to meet a minimum set of specifications. Pine Rivers SHS will provide necessary school-owned curriculum resources, printing, and filtered Internet access for use on-campus.

All students participating in the BYOD Program are expected to have a Windows or Apple Mac device that meets the minimum specifications listed below.

LAPTOP REQUIEMENTS & SPECIFICATIONS

Student subject choices and interests should be considered when deciding what laptop (or any upgraded hardware components) to buy. Some subject specific software may require upgraded specifications or a particular operating system.

If your student wishes to run software such as Adobe Creative Cloud or Autodesk Inventor on their laptop, consider upgrading the Storage (256GB) & Memory (16GB). Increasing the specifications of the laptop will provide better performance over a longer period of time, depending on individual usage.

Further information about subject specific software and recommended hardware upgrades can be obtained by contacting the Information Services department – itsupport@pineriversshs.eq.edu.au

SPECIFICATIONS	MINIMUM REQUIREMENTS
DEVICE TYPE (OS):	Windows 11 or macOS 14 or newer
SCREEN SIZE:	10" or larger
MEMORY (RAM):	8GB (16GB Recommended)
STORAGE (HDD/SSD):	128GB (SSD Recommended)
NETWORK:	Dual-band Wireless (2.4Ghz & 5Ghz ac)
BATTERY:	All day battery life (6 hours minimum)
USER ACCOUNT:	BYOD onboarding requires the student to have **Full administrator access** on their laptop and any parental supervision software or reduced account access must be setup After setting up the school WiFi.

Chromebooks, iPads, Snapdragon ARM and Android devices are not supported

WINDOWS 10 S MODE IS NOT SUPPORTED

Windows 10 S mode is a version of Windows 10 that's designed for increased security and performance but restricts the user to only installing apps from the Microsoft Store, and requires Microsoft Edge for safe browsing. As the onboarding process includes the installation of the departments' BYOX Mapper utility we are unable to support laptops restricted by S Mode.

In order to onboard the students' BYOD they will be asked to switch out of S Mode and upgrade to Windows 10 Home or Windows 10 Professional, this is a free upgrade. Please refer to Microsoft support document to switch out of S Mode prior to connecting your device to school network - https://support.microsoft.com/en-us/windows/switching-out-of-s-mode-in-windows-10-4f56d9be-99ec-6983-119f-031bfb28a307

LAPTOP PROTECTION

Students are responsible for the security, integrity, insurance and maintenance of their personal devices and their private network accounts. This includes taking care of and securing the device and accessories in accordance with school policy and guidelines. Responsibility for loss or damage of a device at home, in transit or at school belongs to the student. Advice should be sought from insurance providers in relation to private device inclusion in home and contents insurance policy.

CASES & ACCIDENTAL DAMAGE PROTECTION

Laptops are expensive technical devices and they do break down and can be damaged, especially in the hands of teenagers. Any Soft Shell case Must have internal padding and not be just a slip case. It is recommended that all BYO devices have some form of protective casing, this will minimise the likelihood of damage as students travel to and from school. Heavily padded or semi rigid pouches and bags capable of withstanding impact are most effective.

It is strongly advised that accidental damage and warranty policies are discussed at point of purchase to minimise financial impact and disruption to learning should a device become inoperable. Advice should be sought regarding inclusion in home and contents insurance or other accidental damage protection policies.

Backpack   Bag   Hard shell   Soft shell

ANTI VIRUS & MALWARE PROTECTION

Due to the configuration of some network resources within Department of Education's ICT Network, most modern anti-virus software packages can interfere or disrupt access to required learning resources.

As our network is heavily monitored and protected by a dedicated team of network engineers at a state level, we recommend not paying for anti-virus software, but using the standard Windows Defender anti-virus software, as this has proven to allow enough flexibility to support the Department of Education network, while also providing sufficient protection from malware and other threats.

If you feel the need to further protect your student's devices whilst off-site, we have also identified the following antivirus software as viable for use inside the network:

- Malwarebytes: Freemium, basic protection is free, but some added features are paid - https://www.malwarebytes.com
- Norton Antivirus: Paid License, Student discount available - https://au.norton.com/student-discount

SCHOOL BASED TECHNICAL SUPPORT

All maintenance for the device, operating system, software and/apps purchased by the family are the responsibility of the family. Pine Rivers State High School will provide level 1 IT support to students. The school-based technicians are available before school and during break times in the Library.

School IT Technicians will only provide a diagnostic level of support for BYO devices. Warranty and damage claims are the responsibility of the parent with the vendor. Devices purchased via the listed Vendor portals may include on-site vendor service repairs. Please refer to the vendor's portal for further information.

SOFTWARE FOR BYOD

The Department of Education and Pine Rivers State High School have negotiated volume licensing arrangements and/or discount programs available for a variety of software programs and applications required over the course of their high school learning. Any other software installations (not listed below) are the sole responsibility of the student or parent. **Valid licenses are required for any software or media present on your device. Pine Rivers State High School takes no responsibility for any penalty or legal action resulting from copyright infringement action due to unlicensed software or media present on student-owned devices.**

Windows 10 computers have to be upgraded to Windows 11 by the end of Term 1, 2025.
Microsoft will no longer provide security updates for Windows 10 past 30 September, end of Term 3, 2025. Therefore Education Queensland cannot allow Windows 10 computers to connect to School Wifi from beginning Term 4 of 2025. All personally-owned BYOx Windows computers must have Windows 11 installed by end of Term 1, 2025 to avoid delays and correct any issues that arise. School IT staff have been specifically cautioned by Education Queensland against bypassing Windows 11 security restrictions to get it installed on otherwise insecure computers. Pine Rivers State High School will again offer school-purchased, parent-funded laptops in 2025, which will have Windows 11 pre-installed.

Microsoft Office
All state-school students from Prep to Year 12 can download the Microsoft Office 365 ProPlus suite using their Department of Education email as a Microsoft account at zero cost to students/parents, to home PCs and MacOS devices, and to BYOD laptops. The Microsoft Office suite as provided by the Department of Education is mandatory to use and download due to the use of shared features which are restricted to only be opened by student accounts. You are not required to purchase your own copy of

Microsoft Office. Setting up the Microsoft OneDrive (automatic file backup) program also prompts Windows to install the school Wifi security files, allowing automatic Wifi connection when the student comes to school.

Adobe Creative Cloud
Pine Rivers State High School maintains a limited number of annual licenses for Adobe Creative Cloud Applications. Students in curriculum classes that require access to these software packages will be provide access at the commencement of their subject. During the course students can download and use Adobe Creative Cloud applications for free on 2 personal devices.

AutoDesk Education
Students Must Not create accounts on the AutoDesk website as Ed Qld has not released a current data storage risk review for that website. Students can install the AutoDesk software on BYOx machines when on-campus via the BYOx Mapper (installed from the Company Portal App from the Microsoft store or Apple App Store). Staff will then enter license details.

- AutoCAD (macOS & Windows)
- Inventor Pro (Windows)
- Revit (Windows)
- Flow (Windows)
- Maya (Windows)
- Fusion 360 (macOS & Windows)

Microsoft Visual Studio: Community Edition
Visual Studio Community Edition is a free version of the application which students can use for learning and assessment purposes. The software is available for Windows and macOS and can be downloaded from the Visual Studio Website.
Students can see the IT Technicians in the Library before school and at break times if they would like assistance with the process.

ACCEPTABLE USE OF A BYOD

Upon enrolment in a Queensland state school, parental or caregiver permission is sought to give the student(s) access to the internet, based upon the policy contained within the Acceptable Use of the Department's Information, Communication and Technology (ICT) Network and Systems.

THE USE OF BYO DEVICES

- We have an acceptable use policy for all ICT devices.
- Student devices may be confiscated and handed in to the office if the policy is breached.
- Students may access BYOD compliant laptops (only) during break times in the Library, the Cyber Café and other designated areas.
- Headphones/earbuds may be used in classrooms with the permission of teachers. They may be used during breaks only with BYOD devices in designated areas. Headphones must be stored out of sight at all other times.
- Students are not to use devices to threaten, bully or harass others. Students are not to take photos of others or record other people's voices on personal devices. Personal devices may be used to photograph work, but not people.
- Power cords are not to create tripping hazards.
- Students are responsible for the protection and safety of their device. The school is not responsible for loss or damage.
- Students who have a personal technology device confiscated:
- 1st Offence: will be returned at the end of the day.
- 2nd Offence: will require a Parent/Guardian to collect it from the Office.
- 3rd Offence: will require a Parent/Guardian to collect it from a Deputy Principal. Further consequences may be imposed as per but not limited to this policy.

For enquiries and further information contact:

Mr Mark Fahey - Head of Department Digital Technologies

(07) 3881 4700 | itsupport@pineriversshs.eq.edu.au

Or visit the BYOD page on our website: *www.pineriversshs.eq.edu.au*