2015

"Opportunities for All"
Aim High, Embrace Learning
Reap Rewards
<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>THE 2015 IPAD INITIATIVE AT ROWVILLE SECONDARY COLLEGE</td>
<td>2</td>
</tr>
<tr>
<td>WHAT ARE THE REQUIREMENTS IN 2015?</td>
<td>2</td>
</tr>
<tr>
<td>EDUCATIONAL FEATURES OF IPADS</td>
<td>2</td>
</tr>
<tr>
<td>INSURANCE</td>
<td>2</td>
</tr>
<tr>
<td>THE RECOMMENDED IPAD PACKAGE</td>
<td>3</td>
</tr>
<tr>
<td>THE EDUCATIONAL FEATURES OF THE IPAD</td>
<td>4</td>
</tr>
<tr>
<td>ENSURING SAFE AND APPROPRIATE USE</td>
<td>4</td>
</tr>
<tr>
<td>LEARNING PROTOCOLS FOR STUDENTS</td>
<td>5</td>
</tr>
<tr>
<td>PRINTING</td>
<td>5</td>
</tr>
<tr>
<td>KEY POINTS FOR PARENTS</td>
<td>6</td>
</tr>
<tr>
<td>TIPS FOR PARENTS</td>
<td>6</td>
</tr>
<tr>
<td>CARING FOR YOUR IPAD</td>
<td>7</td>
</tr>
<tr>
<td>HOW TO SET UP AN APPLE ID WITHIN ITUNES</td>
<td>8</td>
</tr>
</tbody>
</table>
The 2015 IPad initiative at Rowville Secondary College

At Rowville Secondary College we aim to provide a vibrant learning environment that is supportive of the transition between Primary and Secondary school. We will be exemplary in our passion for learning, with high expectations for achievement and a dedication to providing for diversity of talent and interest.

Our 1:1 iPad program supports the provision of the highest quality education. We are excited by the improvements in engagement and student learning that will emerge with this improved access to technology for students.

1-to-1 devices complement the existing school curriculum by providing digital learning tools that link with planned classroom activities. Wireless access points at schools will foster collaboration and teamwork, allowing students to search for information together and share the learning experience.

What are the requirements in 2015?

- An Ipad Air iOS 7 (32 Gb minimum, WIFI only)
- A sturdy Ipad cover
- An Ipad protective carry case for transporting to and from school and between classes
- A $50.00 iTunes card for purchase of listed apps
- A $70.00 fee for administration and internet and network connections
- The purchase of electronic textbooks as advised

- We request a WiFi only model to ensure internet traffic goes through our network services while at school.
- We strongly recommend purchasing an extended warranty (AppleCare Protection Plan)
- A robust cover and case is required to minimize potential damage.

Cellular iPads will not be connected to the network due to our inability to filter internet access on these devices.

You may purchase your IPad from any supplier. Our college has sourced an excellent deal from Trident - details on page 3. Purchasing your device from this company will also facilitate the support that students could have for devices.

Apps for your iPAD

Please check the college website for a list of apps required or click here

Insurance

It is the responsibility of the parent to provide insurance cover for the iPad. The college holds no responsibility for loss or damage of student owned iPads. Our technicians are unable to support the repair or replacement of damaged iPads.
Rowville Secondary College Year 7 iPad Program

All new year 7 students are required to have an iPad in 2015. Trident Computer Services is proud to partner with Rowville Secondary College to offer a number of technology device options suitable for use at the College.

Parents will be able to order and pay for devices via an online portal that will be made available later this year. Options will be provided for both the College iPad Program and BYOD Laptop Program. The portal will be accessible via the website address below later this year:


The year 7 iPad bundle:

Apple iPad Air Wi-Fi only devices will come already bundled with a 2YR AppleCare Extended hardware warranty, STM Studio Tablet Case as well as an STM Blazer Padded Sleeve Carry Bag.

These packages will start from $820.00 inc.GST

A full insurance product covering Theft, Loss and Accidental Damage will be offered as an optional extra through our technology partner Trident Computer Services.
Educational Features of IPads

- The iPad is a reasonably priced 1 to 1, anywhere, anytime learning device.
- The abundance of apps and access to information on a vast range of topics allows students to pursue areas they are interested in learning about.
- Through the use of different apps, students are able to choose the type of product they construct to demonstrate their understanding.
- Notes can be kept in one spot, commented on and available anywhere.
- The touch interface correlates to the technology students use in their everyday life and allows a high level of interactivity.
- A 10 hour battery life means the iPad can be used throughout the entire school day.
- The instant startup of the iPad means greater use of class time for learning.
- There is anywhere, anytime access to current information that contains text, sound, images and interactivity. Information is represented with rich multimedia and data visualisation techniques.
- The iPad is light and portable and easily carried in the school bag and to and from class.
- Heavy schoolbooks are largely replaced by virtual eBooks and these can be updated in a timely fashion.
- Documents and tasks can be uploaded to iBooks by the teacher and downloaded onto the iPad by the student and vice versa.
- Texts and documents can be annotated and commented on by multiple students and teachers.
- The iPad is an intuitive device and minimal technical support is required.
- It will assist students to make connections between what they are learning with the world outside the classroom.
- It will help individualise learning in our classrooms.
- Students will be encouraged to use their iPads to be well organised.

Ensuring safe and appropriate use

Be a safe, responsible and ethical user

To protect students from unsuitable content, website filters will operate at school. Content will be periodically checked and learning activities supervised. Parents are advised to supervise internet use at home and consider setting limits to avoid overuse. It is important that students understand the information in this booklet and any other materials provided by the College relating to acceptable use of information and communications technology. All students are required to sign an Acceptable Use Agreement before they can have access to the college Network. All students are given their own Network Account, Internet Account and email address.
Students' network and Internet usage is regularly monitored and any breaches of acceptable usage will result in sanctions being applied as per Acceptable Use Policy. Students can be liable for damage incurred through inappropriate use.

**Learning protocols for students**

**Students will be responsible for ensuring that:**

- they use the device in accordance with school rules, policies and procedures as well as expected standards
- they have their iPad with them in class
- an appropriate cover and case will be used to protect their iPad
- there is always space on the iPad for the storage of school-related files
- they never lend their iPad to another student or share your password
- their iPads should be password protected and parents need to know this password
- students may only use their iPad in class when directed by their teachers
- students will need to be organised with their iPad and ensure it has enough charge to last the standard school day. No charging will be allowed in class or at school
- parents have the right to take the iPad away at home
- students never use the camera to film other students without permission
- iPads are not to be used at recess and lunch - They need to be safely stored in lockers
- teachers reserve the right to remove the iPad if used inappropriately during lessons
- required and recommended applications must be downloaded at home
- students may be instructed to delete apps used inappropriately while at school

Students are permitted to place music, video, apps etc. on the iPad with the expectation that:

- content inappropriate for school is not accessed or shown to others while at school
- inappropriate social networking is not engaged in at school
- space is left in the memory for files for school-work
- No games are allowed on iPads, unless the teacher gives specific permission

**Printing**

Printing is charged at 10c a copy for black and white and 50c a copy for colour. Extra printing credits can be purchased from the General Office before school, recess or lunchtime.
Key points for parents

- The primary purpose of the iPad is to help students personalise their learning, by providing ready access to internet sources, and broadening the possibilities for learning
- The device will aid students in organising their time and studies by providing ready access to email and calendars
- Students using the device inappropriately during the school day may have the device withdrawn for the day
- The device is not the centre of learning; it is a tool that to assist learning
- Students will be required to purchase applications on the list below. Other apps may be recommended later in the year but many will be free or of minimal cost
- Each student is responsible for the use and safety of their device
- Students will need to have a $50 I-Tunes card. Parents will need to set up a password protected I-Tunes account where they will be responsible for supervising any software downloads. With the use of an I-Tunes card, credit card details for on-line purchases are not needed
- Parents should monitor the download of all apps loaded to iPads and ensure that they are appropriate

Tips for parents

1. You do not need good computer skills to help your child learn to use their iPad. Your interest and encouragement are more important than computer literacy
2. Encourage your child to keep their iPad in its protective cover. Don’t put heavy books on top of the iPad when it’s in the school bag or on a desk
3. Students are able to customise their iPad by purchasing additional applications, movies and music at their own cost. Parents should keep control of the password required to download any free or purchased applications
4. Remind your child to recharge the iPad overnight to ensure it is ready for the school day
5. Supervise use at home by ensuring iPads are used in family areas rather than bedrooms
6. Talk to the school if any issues arise
CARING FOR YOUR IPAD

When you have unpacked your iPad keep the packaging in a safe place.

Packing away your iPad
- Always have your iPad in the cover
- Store your iPad in a sturdy case when not in use
- The iPad is the only item to be placed in the case
- Ensure that the case is zipped up when in transit
- Ensure that the protective screen is on the iPad at all times

Handling your iPad
- Be careful when putting the iPad in the car that no other items are on top of it and nothing will roll onto the iPad
- Don’t place objects on top of your iPad

Operating conditions
- Avoid exposing your iPad to direct sunlight or sources of heat such as desk lamps
- Avoid exposing your iPad to dirt, rain, liquids or moisture
- Avoid exposing your iPad to magnetic sources such as microwave ovens, fridge magnets, etc.
- Avoid exposing your iPad to heavy shock or vibration

To clean your LCD screen
- Switch off your iPad
- Lightly dampen a non-abrasive cloth and gently wipe screen in a circular motion
- Do not directly apply water or cleaner to the screen

AC adaptor
- Connect your adaptor only to your iPad
- Do not step on your power cord or place heavy objects on top of it. Keep your cord away from heavy traffic areas
- When unplugging the power cord, pull on the plug itself rather than the cord
- Do not wrap your cord tightly around the adaptor box

Case cleaning
- Use a non-abrasive cloth
- Spray cleaner on to cloth to moisten, but do not spray the iPad directly. Rub gently
How to set up an Apple ID within iTunes

Learn how to create an Apple ID on your computer or iOS device so you can shop on the iTunes Store.

To purchase and download from the iTunes Store, you'll need to have an Apple ID. If you have used other Apple services such as iCloud, the Mac App Store, or have purchased from the Apple Online Store, you can sign in to the iTunes Store using the same Apple ID. If you don't have an Apple ID, you will need to create one before you can begin using the iTunes Store.

Creating an Apple ID on an iPad

1. From the Home Screen, tap Settings, and then tap iTunes & App Stores.
2. If an Apple ID is already signed in, tap the Apple ID name, and then tap Sign Out.
3. Tap Create New Apple ID.
4. Choose the appropriate store by tapping Store, and select the country in which you are located. Tap Done to confirm your selection, and then tap Next to proceed to the next screen.
5. The next screen will display the iTunes Store Terms and Conditions. You can opt to have the Terms and Conditions emailed to you for easier reading by tapping Send by Email. To do this, enter your valid email address, and then tap Send.
6. To agree to the Terms and Conditions, tap the Agree button which is located on the bottom-right of the page. Tap Agree again when the confirmation appears.
7. Once you've agreed to the terms and conditions, you'll need to enter an email address, password, and choose three security questions and provide answers to them.
8. The email address you provide will be your new Apple ID (which is what you will use to log in to the iTunes Store). Enter your email address, and then tap Next.
9. You can also enter an optional rescue email address. Providing a rescue email address is recommended.
10. The email address you provide will be your new Apple ID (which is what you will use to log in to the iTunes Store). Enter your email address, and then tap Next.
   **Tip:** If you are trying to create an account using an existing Apple ID, like your iCloud email address, you will receive a prompt telling you that your email address is already an Apple ID. Simply tap Continue, and then tap Use Existing Account on the following screen.
11. Next, you'll be required to enter your billing information. To choose a different Credit Card type, tap one of the available options, and then tap Done. You will not be charged until you make a purchase.
12. Once you've filled out all of the fields for your billing information, tap Next.
13. You'll then see a screen that says Verify Your Account.
14. Tap Done, and check your email for a verification email from Apple. If you need to set up email on your iPhone, iPad, or iPod touch, see iOS: Setting up an email account.
15. Open the email, and tap the Verify Now link enclosed in the email to activate your account.
16. You’ll be taken to a secure page to enter your Apple ID and password to complete your account verification.
17. Once you’ve entered your email address and password, tap Verify Address.
   
   To modify or change your account information, such as Apple ID, payment information, or billing address, tap your account name located at the bottom of the page once you are signed in to the iTunes Store. When prompted, tap View Account.

   **Notes:**
   
   - You may be asked to enter your account password again for verification.
   - To sign out of your iTunes Store account, simply tap your account name at the bottom of the page in the App Store or iTunes Store.

   You can redeem your iTunes card without using a credit card. If you don’t have an account, you can create a new account without payment information.

Use the following links for additional information:


   [http://support.apple.com/kb/ht1574](http://support.apple.com/kb/ht1574)