



TRINITY COLLEGE

## TABLET PC PROGRAM

August 2011

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Montessori Preschool • Trinity College Senior • North • Blakeview • South • Gawler River • STARplex

Trinity College is a multi school co-educational college of excellence, open to all in a disciplined, caring Christian environment.

## Using ICT to improve outcomes for Trinity College students

Students attending Trinity College Senior will be provided with a high-end Tablet computer for school and home use. This wonderful opportunity has been made possible due to significant funding via the federal government and a significant commitment by the College, to ensure Trinity students have the best education resources and opportunities available to them.

Information and Communication Technology plays a significant part in the Trinity College *Operational Plan*. Exponential growth has taken place in ICT over recent years and it now takes a central place in our curriculum. ICT empowers people at work and at leisure to achieve in ways that not so long ago could scarcely have been imagined. ICT is a social good because it connects citizens with each other and with services.

Information and Communication Technology enhances education right across the curriculum. Studies show that engagement and participation are heightened by use of ICT in the classroom. Even more importantly, learning outcomes are improved when methods of instruction include ICT. Trinity College understands the research findings that this effect is strongest when teachers use ICT in the tutorial mode and take advantage of its capacity to extend learner control, to facilitate peer-learning and to optimize feedback.

The educational value of Information and Communication Technology is also promoted at the national and state levels. *The Melbourne Declaration on Educational Goals for Young Australians* declares that ‘in this digital age young people need to be highly skilled in the use of ICT.’ The Australian Council for Educational Research points out in *Research Developments* that ‘the importance of ICT literacy is acknowledged by its inclusion in Australia’s National Assessment Program along with literacy, numeracy and civics and citizenship.’

Competence in Information and Communication Technology is designated as one of seven general capabilities in the Australian Curriculum. As ACARA puts it in *The Shape of the Australian Curriculum*, ‘students develop ICT competence as they learn to use ICT effectively and appropriately when investigating, creating and communicating ideas and information at school, at home, at work and in their communities.’ The centrality of ICT is endorsed in the new SACE through the development of research skills and the digital assessment tasks it encourages.

The Australian Government is investing heavily to support the integration of Information and Communication Technology in Australian schools. Trinity’s successful application to draw on this funding

has allowed the College to move towards a provision of one computer to one student in Years 9 – 12. Significant expenditure been made to upgrade technical infrastructure, refurbish support premises and expand the team of dedicated personnel to accommodate this unparalleled increase in demand. Initially, each student first in Year 11 and then in Year 12 will be issued with a portable device, while the R – 10 schools will also be resourced with additional machines in unprecedented numbers.

Trinity has decided to supplement Digital Education Revolution grants with additional investment from its own resources to optimize benefits to students. We have opted for tablets with wireless connection rather than settling for fixed personal computers or portable notebooks of more limited scope and specifications. The ability to work with educational software on schoolwork in any location at any hour offers tremendous flexibility. The capacity to write or draw on a tablet screen with a stylus as if it were a pen or a pencil, a crayon or a felt tip, opens up a wealth of extra educational possibilities.

Students in R – 10 schools will also have opportunities to learn with this new tool and others over time.

Another element of Trinity's ambitious vision of Information and Communication Technology is the forthcoming implementation of SharePoint. This powerful software can be used as a learning management system allowing access from home to educational resources previously only available at school. Provision of an extranet will greatly enhance efficiency for students and transparency for parents (building on recent FamilyLink initiatives accessible through the College website).

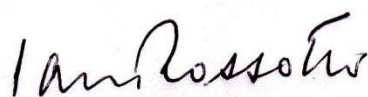
There are many ways in which the College is fulfilling the aim of the Digital Education Revolution 'to contribute sustainable and meaningful change to teaching and learning that will prepare students for further education, training and to live and work in a digital world.' In planning for this future for our students, we are guided by the principle that one-to-one is about learning, not technology.



**Nick Hatley**  
Head of Trinity College



**Kym Reynolds**  
Principal, Trinity College Senior



**Ian Rossotti**  
Director of Studies



**Nat Hardy**  
Coordinator of ICT Policy, Strategy & Data Systems

'Implementing the one-to-one tablet program has been challenging but it is very rewarding to know that we are helping improve educational outcomes and supporting students on their way to fulfilling careers.'

Andrew Larner, ICT Manager

'Tablets will give students more control over their learning. They will enhance their current learning styles and best prepare them for transition into tertiary institutions or the workforce. Examples of our provision include computer controlled plasma cutters in Metal Engineering classes; digital photography in Art Design classes; interactive Science and Mathematics laboratory classes; group conferencing and educational feedback in written language classes.'

Kym Reynolds, Principal

'Tablets will allow students and staff to communicate much more quickly, efficiently and effectively.'

Wayne Philp, Head of Year 12

'Tablets will allow teachers to use technology more flexibly as they will no longer have to book computer rooms. It will also be much easier for students to access their work at home.'

Deborah Russell, Head of Year 11

'OneNote will help us incorporate animation, video feedback, collaborative debating and collective research into our programs'.

Marie Stansborough, Head of Geography

'OneNote will allow students to annotate files simultaneously, make or watch recordings of hand written calculations, and investigate graphs in a more hands-on way.'

Rebecca Giles, Head of Mathematics

'Tablets provide immense advantages for students in flexible pathway programs because they make curriculum materials accessible on-line at school and from home.'

Claire Goble, Pathways Coordinator

## **1-to-1 Devices: Frequently Asked Questions**

These Frequently Asked Questions support the use of Tablet PCs in Trinity College's 1-to-1 program. 1-to-1 learning is where each student and teacher has one internet- connected device for use in the classroom and at home.

### **How can 1-to-1 devices improve learning?**

With greater access to real-time information, digital learning resources, educational software and collaborative workspaces, students experience higher levels of motivation and engagement in their learning.

Typically students experience initial improvement in areas such as organisational and technological skills, revision, writing and editing work. With the development of presentations and other multimedia projects, students experience subsequent improvement in analytical, presentation and speaking skills.

Involvement in 'virtual workspaces' creates opportunities for collaboration and communication, improving relationships in the classroom through a greater level of interaction between students, their peers and their teachers.

A networked environment, where it is easy to share developing work and research with peers and teachers, is the environment students will live and work in during secondary school and the future.

Students working together and providing solutions to real-world problems will create links beyond the classroom and move levels of thinking beyond a simple knowledge framework to complex analysis and evaluation.

Increased levels of learning both in and out of school with an emphasis on higher-order thinking, creative thinking and expression will be promoted.

### **How will the Tablet PCs be used in the classroom?**

The use of devices in the classroom will evolve over time as students and teachers become more familiar with them. For example, we may soon see a class where students create a podcast of their original poetry, accompanied by a soundtrack they have written and enhanced with their own digital images to share with the world. The device can be used to record and document information, then share learning. In art, students can research projects on various artists then use the Tablet PC as a medium to create their own drawings as well as clay animations. Students in science could attach probes for data analysis and physical education may involve analysing patterns of movement.

Staff and students will collaborate and use the device as a tool that develops the student as information seeker, analyser and evaluator, problem-solver and decision-maker. They will use programs to create ways in which to communicate their findings and become publishers of their own work.

The nature of the 1:1 environment is that students will have their Tablet PC with them and available for use throughout the school day. This does not mean though that they will be used in every class. Like other learning tools, the use of Tablet PCs will depend on the particular learning activity and this is at the discretion of the teacher. Tablet PC activities will blend with others such as writing, reading, discussion, debate and testing and students will find that their use of the Tablet PC will vary from day to day.

### **What about safe internet use?**

Appropriate use of the internet service within the Trinity College network is closely monitored by a filtering system which allows for inappropriate content blocking by a regularly updated list of categories and sites. College already has policies in place such as the ICT acceptable use policy to ensure appropriate use of technology and the internet. An additional policy has been developed which parents and students will be required to sign. Teachers, students and parents share the responsibility to ensure safe and responsible use of devices at all times.

### **Will students be safe carrying the Tablet PC?**

Research has shown that insurance companies have reported very few incidents while students travel to and from school. Students should be specifically warned not to take the devices out in public, and to carry them in the protective cover provided, which should be placed within their school bags.

### **Will the student files on the device be private?**

Students can expect their device to be periodically inspected and monitored for appropriate usage. College personnel may request access to the browser history and/or caches as well as any and all files belonging to the student resident on the Tablet PC as well as stored on the College servers. Students and parents need to be aware that files stored locally or on College servers are not private.

### **Which Tablet PC will the students be using?**

Each Year 11 student will be provided with an HP 2740p Tablet PC. The 2740p is part of HP's EliteBook range of business specification notebooks. It comes installed with the Windows 7 operating system.

### **What software will be on the devices?**

Students will have access to the same software that is provided on all other computers at Trinity College Senior. This software includes the complete Microsoft Office suite and Adobe Master Collection.

### **How will data stored on the hard drive be backed up?**

Students take responsibility for backing up their data. Data can be backed up using 'cloud' storage options such as Microsoft Live or Dropbox, or onto a student-provided external hard drive.

### **How much is this going to cost?**

Students will have 24/7 use of a Tablet PC included in the \$300 Computer Services and Equipment Charge (\$150 for school card eligible students) outlined in the School Fees information.

### **Can students bring their own devices from home instead?**

No, this is not possible. Home devices are not configured to the College network, can be a source of viruses and are often not enabled with the licensed software. Home devices will not be licensed to use the College image and maintenance issues may not be resolved in an appropriate time frame.

### **Will textbooks still need to be purchased?**

Many publishers are currently developing electronic resources that may take the place of text books. At this stage students will still need to purchase paper based text books.

### **Is the Tablet PC password-protected?**

Yes. The College will have the Tablet PCs set up so students will be prompted to log on with a password when turning on the device. A password-protected device should help protect students' personal information in incidents of loss or theft.

### **Where do the devices go when not in use?**

When not in use, the devices should be stored in a locker.

### **What about flat batteries? Will students 'plug in' in the classrooms?**

Students are expected to charge the device overnight and to bring it fully charged to school each day. The devices are fitted with a five hour battery, so charging at school is usually not necessary. Trinity College will also set up a system to manage the charging of some Tablet PC's batteries during the day.

### **What if something goes wrong?**

Students are able to directly access technical support from the ICT support desk.

### **What about insurance?**

The Tablet PCs will be insured by Trinity College. Please see the attached "Education Laptop Insurance" document appended.

### **The College monitors usage at school, but who monitors it at home?**

This is the responsibility of the parents. When off school grounds, parents have full authority to monitor device usage.

Examples of this include:

- encourage use in a family room and not in the bedroom, restrict use at certain times of the evening or weekend
- advise not to take on long trips, and examine the documents and other contents of the device
- the use of cybersmart web filtering tools. The ACMA provide some information about these on their website, [www.acma.gov.au](http://www.acma.gov.au). Please contact the College's IT Department to make arrangements for installation.

### **How can students access the internet from home?**

Home internet connection is not supplied by Trinity College. There is no mandated expectation that internet access is available at home. If there is an existing internet provision at home, a device is able to be configured for access.

## Education Laptop Insurance

The laptop computer that has been provided to your child by Trinity College and is insured under the iBroker Education Laptop Insurance product, as underwritten by QBE Insurance (Australia) Limited. It is important for you to be aware of the Terms and Conditions of this insurance as you will be responsible for payment of the excess in the event of a claim, and possibly for the cost of repair or replacement should a claim be denied.

### What is Covered?

- ✓ Accidental Loss – for example
  - + Left on public transport
  - + Left at bus stop
- ✓ Accidental Damage – for example
  - + Dropped
  - + Stepped on
  - + Driven over
  - + Pulled off desk
  - + Fell out of locker
  - + Lid closed with pen on keyboard
- ✓ Theft – for example
  - + From locked unoccupied vehicle
  - + From locked unoccupied building
  - + From occupied building
  - + By force or intimidation
  - + From the open air
- ✓ Liquid Spill
- ✓ Loss or damage by theft or attempted theft;
  - + From any occupied building or vehicle; or
  - + From any unoccupied building or vehicle only following forcible entry; or
  - + In the open air only where:
    - + The laptop is under the direct control and supervision of an adult; or
    - + Your child is at or on the way to or from:
      - + Their place of education; or
      - + An organised school/college activity or event; or
      - + An organised extra-curricular activity; or
      - + Other places of residence or accommodation; or
      - + A medical appointment of any kind.
  - + By force or intimidation.

### What isn't Covered?

- × The first \$200.00 of each and every claim ( Excess/Admin fee)
- × Electrical or mechanical malfunction or derangement
- × Scratches and normal wear and tear
- × Malicious damage by your child
- × Loss or damage by theft or attempted theft – except as indicated above
- × Loss or damage occurring while the laptop is being transported in any aircraft or watercraft unless the laptop is carried as personal baggage
- × Loss of or damage to software of any sort



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## Tablet PC Program – Parent Agreement

By signing below, you are acknowledging:

1. Receipt of the following hardware:
  - a. 1x HP EliteBook 2740p Tablet PC with battery (as per the details below)
  - b. 1x 240vAC Adapter with detachable power cord
  - c. 1x Targus Tablet PC hard-sided slip case

<b>Tablet Issued to</b>	
<b>Tablet Barcode</b>	
<b>Tablet Serial number</b>	
<b>Equipment Name</b>	

2. The Tablet issued to my child remains the property of Trinity College and may need to be returned from time to time as requested by the College.
3. The Tablet and hardware listed above will be returned in good physical condition upon my child's completion of Year 12 or at a point they cease to be enrolled at the College.
4. I will notify Trinity College as soon as possible after any of the following events: theft or suspected theft, loss, damage (intentional or unintentional). In the case of theft, a police report must be lodged and the reference supplied to the College.
5. I have sole responsibility for deciding on and implementing an appropriate level of supervision for the use of the Tablet outside regular school hours.
6. I undertake to enter into reasonable discussion with Trinity College should the Tablet be lost, stolen or damaged. I acknowledge that such discussion will be conducted in good faith, and with a view to restoring Trinity College's ownership of a functioning Tablet in one of the following ways:
  - a. Assisting with details of the event for Insurance Claims.
  - b. Paying the excess/admin fee of \$200 that is due upon claims on the College's Insurance. This is to be paid prior to the return or replacement of the Tablet.
7. I have discussed with my child, signed & understood the Trinity College ICT Acceptable Use Agreement printed in the 2011 Student Planner.
8. I agree to be bound by the College's ICT policies as varied or introduced from time to time.

Name (printed): \_\_\_\_\_

Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_



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## Tablet PC Program – Student Agreement

By signing below, you are indicating that you have read and understood the following:

1. I have signed & understood the College's ICT Acceptable Use Agreement (printed in the 2011 Student Planner).
2. My use of the Tablet will comply with the conditions of the above Agreement that my parent/guardian has signed.
3. I undertake to bring the Tablet to school fully charged every day.
4. I will carry the Tablet in the hard-sided slip case in my school bag when travelling to and from school.
5. I will close the screen and place the Tablet in the slip case before moving from room to room at school and when not in use.
6. I will take care of the Tablet and be especially careful when:
  - a. Carrying my bag with the Tablet in it.
  - b. Placing or consuming drinks near the Tablet.
  - c. Closing the lid or turning the screen, making sure it is free from obstructions.
  - d. Using the Tablet outside, and in areas where others usually run about or are otherwise very active.
  - e. Keeping the Tablet clean and not marking the Tablet or case in any way other than a simple name label.
7. If I am not using the Tablet during the school day, I will secure it in my locker. I will not leave it unattended in change rooms, classrooms, my bag, or any other place where there is a possibility of it being stolen.
8. I will not leave the Tablet in my locker overnight.
9. I will tell my parents or a teacher as soon as possible after any of the following events: Theft, suspected theft, loss, or damage.
10. I will store personal data in the specifically partitioned hard drive.
11. I will back up my data on a regular basis (at least weekly).
12. I understand that any inappropriate content may result in the re-imaging of the Tablet by IT Department and appropriate disciplinary action.
13. I will use my Tablet appropriately at home.
14. I agree to be bound by the College's ICT policies as varied or introduced from time to time.

**Student**

Name (printed): \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**Witnessed by Parent / Guardian**

Name (printed): \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_