



At Caboolture State High School, we encourage students to use digital technology to enhance their learning and get ready for the world of work after completing their education.

#### **PARTICIPATION**

All students will receive instruction on how to access the network and relevant resources and programs. They are not to share their access with anybody else.

Students are expected to bring their device every day. Following teacher instructions and establishing a constructive learning relationship is essential. Being resourceful and independent in optimising the potential of technology will also be important. Students are expected to recognise when and where use of their laptop for leisure purposes is appropriate. If this does not occur, mediation with parents will take place.

Learning is to be respected. Students are to adopt an etiquette that does not interfere in any way with the work of other students, either in the same class or anywhere else on the school network. This etiquette includes a ban on non-curriculum related networking, downloading or messaging; playing music, movies and games; touching or using any other student's laptop without prior permission.

Students are not to bring to school or share with other student's material considered illegal or inappropriate for a school environment. To be connected to our school network, all devices are required to meet the minimum specifications below.

#### **BYOD DEVICES – MINIMUM SPECIFICATIONS**

Devices will need to meet the following minimum specifications in order to operate on our network and run the required programs. If you are unsure how to determine this, the school's IT support staff will be able to help. We recommend that existing devices be less than two years old.

Mac devices – we cannot guarantee connectivity of Mac devices. IT support staff can assist to check if the device will connect but cannot guarantee it. Mac devices that connect will be able to use the internet and networked resources but will not be able to print on our network at this point in time.

BYOD devices cannot be supported by school IT support staff beyond network connection, basic operation and troubleshooting. Devices with operation or warranty issues will need to be returned to point of sale or own repair agents.

#### **WE CATEGORISE DEVICES AS \*EVERYDAY OR \*MEDIA.**

**EVERYDAY** – For most students, the EVERYDAY device will meet school needs. Its specifications are sufficient for everyday programs such as MS Office, electronic textbooks, online programs and web browsing.

**MEDIA** – For students with a strong interest and focus in media-based subjects such as Graphics, IT and Art, a MEDIA device will be more appropriate. Students will need Adobe software which is available through the school.

EVERYDAY DEVICE*	MEDIA DEVICE*
8GB RAM or higher	16GB RAM or higher
128GB SSD or higher	256GB SSD or higher
Processor: Intel Pentium, i3 or AMD equivalent (or higher)	Processor: Intel i3. I5 or AMD or equivalent (or higher)
	Graphics card is recommended
Windows 10/11 Home or Pro – or – MacOS 12 or higher (NO CHROMEBOOKS)	
Battery life: 6 hours or above	
Hard shell case or bag	

## **PLEASE NOTE THESE DEVICES/PROCESSORS DO NOT MEET THE MINIMUM REQUIREMENTS**

iPad, Androids, HP Chromebooks, Smartphones, Tablets, Windows RT, Devices with Atom processors, some Macs, Linux operating system e.g. - Ubuntu, Debian, Fedora, etc.

WINDOWS 10S is not supported by the Department of Education and if purchased will need to be upgraded by Student/Parent/Carer/external technical person. This operating system must be upgraded to Window 10 Pro or Home to join our network.

## **EQUIPMENT**

- Students will install MS Office as part of the connection process. They do not need to buy this product as Education Queensland provides it free of charge to all state school students.
- Media device students will be provided with Adobe CC as requested.
- Students are to be prepared for learning every day with equipment i.e. fully charged laptop, carry case, portable storage (USB) and headphones. They must also be prepared with basic stationery for any off- line learning.
- Devices should be brought to school fully charged as recharging facilities are not provided.
- Students are responsible for the security of their laptops at all times and must take their laptops home each day. Lockers are not available. All property should be clearly labelled with the student's name. Students may be held accountable for any deliberate damage. Common sense and responsibility for property is expected. It is recommended that students use a carry case. It should be one of the approved hard-sided varieties for maximum protection.
- It is strongly recommended that parents insure their child's device for loss or damage. The school accepts no responsibility for loss or damage of the device or peripherals.

## **NETWORK AND INTERNET ACCESS**

- Students will be able to connect to the Education Queensland Network and have filtered internet and email while connected to our network. Each student is allocated 2.0Gb of data each month and will need to manage their internet usage at school accordingly - no streaming of Music, Video or on-line Game playing allowed.
- Students are to connect their device to the designated wireless network only. Laptops must not be made a member of any other domain or workgroup in such a way that it removes the laptop from the school's network or interferes with its operation on the school network.
- Students are not to use mobile phones to create hot spots and access non-filtered internet.
- Connectivity is governed by the school's Student Code of Conduct. Breaches of this agreement could mean loss of access.
- Students' home internet browsing is not managed by the school. No web filtering system can be 100% effective and it is the parent/guardian's responsibility to monitor student Internet usage. The school accepts no responsibility for consequences of Internet access outside the school.
- Internet connectivity is required at home to facilitate software updates, homework and assessment.

## **TECHNICAL SUPPORT**

Students should see the school technical support team before school or during school breaks if they require assistance.

Ongoing support is reliant upon appropriate, reasonable, courteous student conduct.

## **SOFTWARE**

Any software provided by the school is not to be copied, deleted or transferred for any reason without prior consent from the school. Students will have access to a range of school-owned software.

Students have the right to install additional software onto their laptop; however, the student must hold a valid license and the software must be appropriate for a laptop used in a school environment.

## **VIRUS PROTECTION**

Computer viruses, malware and malicious code have the potential to severely damage and disrupt operations for the student, the school and the Department. It can also be costly to restore the network, infected hardware or software to its previous state and operability. Windows 10 built-in Defender antivirus software should be sufficient within the school network.

### **Viruses can enter laptop computers through:**

- Removable media such as CDs, DVDs and USB memory sticks
- Emails / Phishing attempts (emails linking to malicious websites)

- The Internet (including web browsing, FTP programs and chat rooms)
- File download
- Network file shares, such as servers and shared folders

## EXPECTATIONS OF BYOD@CSHS STUDENTS

- You should use your laptop to support your learning both at home and at school.
- While at school, you must follow teacher expectations and rules around technology use and management.
- Your *CabConnect* access is issued to you alone. You must not share this or tell anyone else your account name and password.
- You are responsible for the security and care of your laptop.
- You are responsible for regularly backing-up all necessary data.
- You must ensure that school software is not copied, deleted or transferred for any reason at all.
- All software installed on the laptop must have a legitimate license and be appropriate for school.
- All music, images, video and other data files must be legitimately owned and appropriate for school.
- Any personal data files stored on the laptop are not to be uploaded to school server(s).
- You must only connect to the school network via *CabConnect* and must ensure your connection to our network does not compromise the school's operation- no streaming, downloading (unless with permission) or hacking.

Take care not to void your device's warranty. Do not allow anyone (other than an authorised repair agent) to open the hardware case of your laptop to install additional hardware (including video card, sound card, network card, modem, RAM or hard disk drive).

You must take all reasonable steps to prevent a virus from infecting your laptop, including never disabling the installed anti-virus software, monitoring any data that is downloaded or uploaded onto the laptop from the Internet or any device, and virus-checking any USB drives used in the laptop.

You must not intentionally use the laptop or internet services to which it may be connected:

- for any illegal, pornographic, fraudulent or defamatory purposes;
- for bulk transmission of unsolicited electronic mail;
- to send or cause to be sent any computer worms, viruses or other similar programs;
- to menace or harass another person (or use in a way that would be regarded by a reasonable person to be offensive);
- to transmit any harassing, obscene, indecent, offensive, or threatening material or emails;
- to reproduce, distribute, transmit, publish, copy or exploit any material that constitutes an infringement of any intellectual property rights (such as copyright) of a third party; or in a way that violates any laws, such as privacy laws.