



**BRENTWOOD
SECONDARY COLLEGE**

**Laptop Program
Information Booklet
Year 7 and Year 10 2019**



Brentwood Secondary College commenced its new 1:1 program in 2018, with the successful introduction of 1:1 laptops for students in Year 7 and Year 10. The implementation of this program has been planned over a three-year period and in 2019 the program will enter its second year providing Year 7, 8, 10 and 11 students in 2019 with improved access to learning technologies, online learning and a collaborative learning environment, specifically through the use of Office 365 and the Google Education suite. We believe that giving students immediate access to technology in a one-to-one program will help engage them in the learning process in new and creative ways. This is an exciting opportunity for our students to become increasingly skilled at using technology to access and present information, to problem solve and to work collaboratively.

The Laptop will be used in classrooms as a companion device in conjunction with our existing technology. **In 2019, all Year 7 and 10 students will be required to purchase a Laptop or utilise an already existing Laptop that meets our minimum requirements.** These minimum specifications are listed on page 3 for your reference.

Implementation of our Laptop program

We are rolling out our laptop program so that by 2020 all students in the College will have a device to enhance the learning program available to them.

2018 – Year 7 and Year 10 students (Students in Year 8, 9, 11 and 12 not required to bring a laptop)

2019 – Year 7, 8, 10 and 11 students (Students in Year 9 and 12 not required to bring a laptop)

2020 – All students will have a laptop

The iPad program will continue for one more year whilst we transition to the new laptop program.

Students in Year 9 who have purchased an iPad are not required to purchase a laptop until they reach Year 10. If a student's iPad breaks, however, they can purchase a laptop instead of an iPad in preparation for Year 10. Our teachers are altering our learning program so that no students in the transitioning iPad program who do not have an iPad will be disadvantaged.

In 2019, we have a new partner supplier, Edunet, who are providing a portal to purchase recommended devices. To see the available laptops to purchase, please visit the following site and enter the access code below for our portal:

<http://brentwoodsc.technologyportal.com.au>

Access Code: BSC2019

Devices:

In 2019 students in Years 7, 8, 10 and 11, will be asked to bring a Laptop that meets the following **minimum specifications:**

- Windows 10 – natively
- Intel M3 processor
- 11.6" 1366 x 768 resolution, **supporting multi-touch**
- 8GB DDR3 Memory
- ac/a/b/g/n Wireless
- 256GB SSD Hard Drive
- Up to 9 hours of battery life
- **Active Stylus**
- Keyboard (removable or attached)



Brentwood is partnering with Edunet in 2019 to supply select models of laptops that we are recommending for students. The devices come with 3-year onsite warranty options and have been chosen as they are a very robust and reliable device for students. **Laptops can be purchased outright or on a payment plan through Edunet who use Zip Money.**

The devices can be viewed and purchased on our Brentwood Edunet parent portal at:

<http://brentwoodsc.technologyportal.com.au>

Access Code: BSC2019

Advantages of purchasing through Edunet

- On-site support software (laptop can be re-imaged if the machine fails to boot)
- Pre-loaded with Edustar software and a standard operating environment
- We handle hardware warranty and insurance calls (on-site support with short turnaround)
- Laptops can be purchased outright or on a payment plan organised through Edunet
- Charging stations will be available for the models of laptops purchased through Edunet. There will be no chargers for other models of laptops for students to use.

Things to consider if purchasing or supplying from another provider

- Students are responsible for installing and purchasing some of the required software (See page 4)
- Students are responsible for troubleshooting their own device (we will only ensure the laptop can connect to our network). Our technicians will not look at hardware issues and students will be required to follow up their own warranty and insurance claims with the company they have purchased the device from.

Software

Students will be supplied with an Office 365 account once they start at school. If they have purchased a device through Edunet, the Office suite of software will be pre-installed on their device. Otherwise, they will be able to download the Office suite free through their Office 365 account.



The Adobe software suite is also available to students to install on their computers. This will be made available to students to install early in 2019.

Anti-virus software is built into Windows 10, therefore third party anti-virus software does not need to be purchased.

Any other software required will be made available on a local network drive at school for students to install when required. This will include free software or software covered under DET licencing.

Whenever possible, teachers at the school will look to incorporate web-based software into their lessons to minimise the dedicated software that needs to be installed on students laptops.



Student Responsibilities for their Laptop:

- Students will be responsible for the care and maintenance of their laptop. The College takes no responsibility for any damage or loss of a student's laptop. Parents are advised to investigate and consider an extended Laptop warranty for their device and to explore whether the Laptop is covered under their home insurance or whether further insurance options are available with accidental damage cover. All of the devices purchased through Edunet have been priced to include 3-year onsite warranty. Accidental damage insurance is also available for purchase with the devices from Edunet.
- Students are to ensure their laptop is fully charged prior to the start of each school day.
- The Laptop must be carried in a protective cover always and stored safely in their locked student locker when not in class use.
- The laptop should be in the student's school bag when travelling to and from school.
- Individual students are responsible for their own laptops and should ensure they take care of it at all times. Laptops should not be left unsecured where other students can gain access to them.
- Students must be respectful of other students' property and privacy at all times. They must not share usernames or passwords with anyone or interfere with another student's laptop.
- When using their laptops, students must at all times abide by the College **Digital Technologies Policy**. Any breaches of this policy will incur disciplinary action.
- On days of sporting competition or excursions, students **must leave** their laptops at home unless specifically instructed by the teacher to bring their laptop.

Frequently Asked Questions:

Why have we selected a laptop as the new 1 to 1 device option?

The Tablet PC is particularly well suited to learning environments. It was chosen for the following benefits:

- Compact size, ease of transport and design means it can be used in almost any learning situation
- the long battery life will allow it to be used all day at school without recharging
- a device that could be a replacement for paper textbooks and alleviate the need for so many textbooks to be carried around in student bags.
- a common tool for each student that would meet most of their day to day technology needs and that would help engage students in learning 24/7
- a device that will be effective over the next 3-4 years and supports Windows 10
- the level of interactivity and highly diverse modes of use will support innovative learning opportunities not possible with other forms of ICT
- a device that will allow students to use Office 365 efficiently and effectively
- use of a stylus to annotate and create work

In essence, the laptop is the ideal device for anywhere anytime learning.

Why does my child need a laptop?

- Curriculum is being created and will be delivered using Microsoft OneNote. We are trying to offer a multisensory learning experience for students.
- OneNote is the digital workbook / portfolio for students.
- The majority of the learning resources are electronic (ebooks). Worksheets such as word documents can be completed and answered handwritten and stored online.

Am I able to use the Laptop that I already have?

Students can use Laptops they already have if they meet the minimum specifications:

- Windows 10 – natively
- Intel M3 processor
- 11.6" 1366 x 768 resolution, **supporting multi-touch**
- 8GB DDR3 Memory
- ac/a/b/g/n Wireless
- 256GB SSD Hard Drive
- Up to 9 hours of battery life
- **Active Stylus**
- Keyboard (removable or attached)

What ongoing support will the College provide?

The College provides technical support onsite to troubleshoot problems for students. If there is a fault with a student laptop purchased through Edunet, our technicians will log a warranty claim and technicians from Edunet will come to Brentwood and fix the issue quickly. For laptops that are not purchased through Edunet, students and parents will need to manage their own warranty and repair claim with whoever they purchased the device through. Our onsite technicians will not fix any hardware issues with any of the laptops. It is the students responsibility to maintain a backup of any data and software stored on their laptop.

Will there be a warranty and what happens with insurance?

Most laptops come with a one-year limited warranty. This can be extended to three years by purchasing an extended warranty. The Department of Education and Brentwood Secondary College have no insurance to cover student laptops for loss, theft or non-warranty repairs. Parents are advised to check home insurance policies and consider covering the laptop for accidental damage and loss. The College accepts **no responsibility** for damage or loss and cannot enforce payment from another family if a laptop is accidentally damaged by another student.

What is the anticipated lifetime of this program?

This new Laptop Program is being rolled out over a three-year period. By the start of 2020, every student in the College will be required to bring a laptop to school.

What if I need service or my laptop repaired?

This will be dependent on where the laptop has been purchased. Laptops purchased through Edunet will be serviced/repaired onsite at Brentwood Secondary College. For laptops purchased through another supplier, you will need to refer to the warranty details of that provider. Repairs undertaken by non-recommended repairers may void warranties.

What is the expected lifetime of the device?

A laptop is expected to function effectively for three to four years, depending on individual use and the extent to which it is looked after. Students should, therefore, be able to use their laptop from Year 7 through to Senior School.

What software will we have to buy and who pays for them?

Please see the software page in this Information Booklet. As the program further develops there may be software that needs to be purchased and if this is the case we will communicate with families about this. Our aim is to be using software that is freely available or supplied by the Department of Education as much as possible.

Can students put their own software on the Laptop?

Students may download other software suites onto their laptops as long as its use does not impact on the space available for educational resources and functionality.

Will students be using eBooks?

Wherever possible, we have booklisted digital textbooks. For some subjects students are still given the options of buying a digital textbook or the hardcopy version, however, we strongly recommend digital copies. Not only are digital textbooks lighter to transport, they also offer a rich, immersive experience unavailable in traditional textbooks. Digital textbooks will be a major advantage of the program and come with easy to follow download instructions when purchased from our bookshop, Link Education Supplies.

What additional purchases might we anticipate (e.g. accessories)?

All students are highly recommended to purchase a cover/case for the laptop. Warranty and insurance are also highly recommended as Brentwood and the Department of Education do not hold any financial responsibility or insurance that covers student damage or loss.

How does the laptop fit into the College's cybersafety policy?

The laptop will be covered by the College's **Digital Technologies Policy**, and it is expected that as good digital citizens, the students will use the laptop appropriately, not only while in class, but at other times as well. The College sees the development by the student of appropriate strategies for participating in the digital world as a key skill for the times in which we all live. This is an endeavour that complements the steps being taken by the child's parents to prepare them for the digital world.

Will the College be providing students with a place to store their files in the College?

Storage areas for school work will be available on the College network. However, it is the student's responsibility to regularly back up (utilising the cloud) from their laptop.¹ Student's also receive 1 Terabyte of online space through their Office 365 account.

Can students access 'Compass' – the student/parent portal and the internet using their laptops and will they be able to print documents at school?

Students will be able to access the internet and Compass via wireless connection on their laptops at school. The internet connection is filtered (at school only), logged and limited. Printing will be available from student laptops in the same fashion as all other computers in the College. The same charges will apply as for printing from a computer.

What will the College do about students accessing non-educational apps/websites or playing games at school?

The Brentwood Secondary College **Digital Technologies Policy** and the clear disciplinary consequences for inappropriate computer usage are already in place and apply to the use of laptops in the same way they apply to all technology usage in the College. Misuse of the laptop in class will be treated the same as any other inappropriate behaviour and normal classroom discipline rules will apply.

What controls will there be on internet access at school?

The school's internet connection includes appropriate content filtering. These filters will block access to inappropriate content while the device is used on the College network. Additionally, there are restrictions on the amount of data downloaded by students.

What are the limitations on personal use?

The student's family will own the laptop, and they are thus able to use the device for any personal uses that the family allows. These uses should not interfere with the use of the device at school. This would include ensuring adequate storage space is maintained, that no inappropriate material is put on the device and that the laptop will need to be fully charged for daily use in the classroom.

¹ Backup and file transfer will be a requirement to ensure adequate space is available if a Laptop with minimal space is purchased.

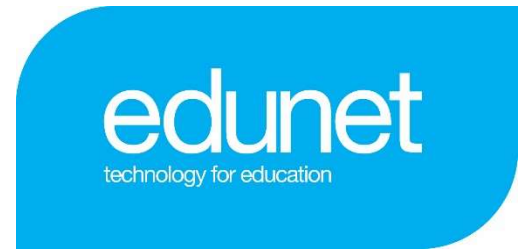
How will I control internet access at home?

It is expected that parents will continue to monitor the internet access of their children. Clear boundaries and expectations for student use at home needs to be set by parents. The College will not impose control structures on the use of the laptops when they are off campus. For more information regarding responsible use of technology at home please visit the CyberSmart website

<https://esafety.gov.au/education-resources/iparent>

Edunet Computer Services

26 Milgate Drive
Mornington, VIC, 3931



Dear Parent/Guardian,

Edunet are excited to be the preferred partner for the BYOD Portal at Brentwood Secondary College. Please find enclosed all information regarding the purchase of your son or daughter's device.

Edunet is based in Mornington and is committed to providing good quality student notebooks at affordable prices. We support our hardware at every stage of the process and pride ourselves on high quality service.

The online ordering portal is accessible via <http://brentwoodsc.technologyportal.com.au>. The Access Code you will need to access the portal is **BSC2019**

If you would require assistance in person, please call our office to make an appointment time to visit our office.

Please be advised that to receive your order prior to Christmas, your order must be placed and paid for by October 26th. To receive your order for the first day of Term 1, 2019, your order must be placed and paid for by December 7th. Order delivery dates are subject to change if there is a constraint on parts with the manufacturer.

If you have any questions about the device or the ordering process, please contact us on 9708 8700 or email portal@edunet.com.au.

Kindest Regards,

A handwritten signature in blue ink, appearing to read "Matthew Gordon", is positioned below the "Kindest Regards," text.

Matthew Gordon

**Managing Director
Edunet Computer Services**



Why Edunet?

Education Specialists:

Edunet is proud to be an Authorized DET Supplier for Government Schools and also a trusted advisor for many Catholic/Private & Independent K-12 schools across Victoria. With over 18 years' experience in both IT and Education, our strength is in our quality of service and our mission is to maintain long term relationships that benefit both school and community.

Education Devices & Prices:

Edunet are on Apple, HP and Lenovo's Authorized Education panel to provide IT into Victorian Schools. Because of this, we are able to provide the lowest Education pricing on a range of laptops that aren't available in the retail stores!

Access to School IT Support:

By purchasing through a school portal, the School's IT Team will have access to all the devices purchased through their program. This means they'll be able to assist with issues onsite and if need be call Edunet out to help. The school will also be able to share the software provided by the Department of Education (speak to the school for more details).

Onsite Warranty Support:

As an Authorized Warranty Service provider, Edunet are able to provide onsite repairs under the genuine manufacturer's warranty with genuine manufacturer's parts.

Devices sold through Edunet's School Portal come with an option (depending on the school) to upgrade to a 3 Year Commercial Onsite Warranty, which unlike the retail stores means repairs are done onsite not at an interstate depot.

If you buy a laptop through the school's program and Edunet, the school will be able to call on Edunet to repair your son or daughter's device at the school, or at home if it's during school holidays!

Education Insurance:

Through iBroker Insurance, Edunet is also able to repair your son or daughter's device onsite at the school or at your home. Further information on iBroker is provided below in this information pack.

12 Months Interest Free:

Through ZipMoney you will be given the option to pay off the purchase with 12 months' interest free financing. Further information on ZipMoney is provided below in this information pack.

Lenovo ThinkPad 11e Yoga 5th Gen M3 / 8GB / 256GB SSD



Specifications

- 20LNS0KV00
- 11.6" HD (1366 x 768) IPS Display, Multitouch Screen
- Intel® HD Graphics 615
- Garaged Active Pen
- Intel® M3-7Y30 Processor (4M Cache, up to 2.60 GHz)
- 8GB DDR3 1866 onboard
- 256GB PCIe SSD
- Windows 10 Home
- 1YR Depot Warranty
- Bluetooth, User & World Facing Camera, Intel® Dual Band Wireless-AC 9260 (2x2, 802.11ac/a/b/g/n), 3cell 42Wh

\$958.19 inc GST

Accessories



Targus 11"-12" Contego Armoured Slip Case	\$43.32
Targus 11-12" Tanc Case	\$64.41
Targus Rugged Slipcase 11-12"	\$25.96
eduSkin	\$11.00
Device Imaging	\$11.00
iBroker Netbook Insurance \$651-900 ** \$50 EXCESS**	\$224.73
Lenovo 11e and 11e Yoga Warranty Upgrade 3 Year On-Site	\$95.88
Lenovo 11e + 11e Yoga Warranty Upgrade 3 Year On-Site + Sealed Battery	\$147.97

Minimum Cost (Device, Mandatory Selections and \$4.40 Admin Fee) \$1,080.46 inc GST

Or

Approximately \$23.82 weekly with ZipMoney.

Pricing is Subject to Change

Lenovo ThinkPad L380 Yoga i5 / 8GB / 256GB SSD / WIN 10 HOME

Specifications



- **20M8000JAU(Silver)**
- **Windows 10 Home**
- 13.3" FHD Multi Touch Screen
- Intel® Core™ i5-8250U Processor (6M Cache, up to 3.40 GHz)
- Intel® HD Graphics 620
- 8GB DDR4 2400Mz SODIMM
- 256GB SSD
- 3 Year Depot Warranty
- Integrated 720p HD Camera + World Facing Camera, Intel® Dual Band Wireless-AC 8265 (2x2, 802.11ac) + Bluetooth, ThinkPad Pen Pro, ThinkPad Battery 3 cell Li-Polymer (45Whr), 45W 3pin USB-C

\$1,217.37 inc GST

Accessories



Targus 13.3" Contego Armoured Slip Case	\$46.64
Targus 13.3" TANC Case	\$76.12
Targus Rugged Slipcase 13-14"	\$31.14
eduSkin	\$11.00
Device Imaging	\$11.00
iBroker Insurance for Laptops with **\$100 Excess**	\$291.06
Lenovo 3YR Onsite Warranty Upgrade for L380 L480,L580	\$24.94
Lenovo ThinkPad L380, L480, L580 3yr On-Site + Sealed Battery Warranty Upgrade	\$49.91

Minimum Cost (Device, Mandatory Selections and \$4.40 Admin Fee) \$1,268.71 inc GST

Or

Approximately \$27.44 weekly with ZipMoney.

Pricing is Subject to Change

Lenovo L380 Yoga i7 / 8GB / 256 SSD (20M8S1GK00)

Specifications



- **20M8S1GK00 (Silver)**
- **Windows 10 Home**
- 13.3" FHD Multi Touch Screen
- Intel® Core™ I7-8550U
- Intel® HD Graphics 620
- 8GB DDR4 2400Mz SODIMM
- 256GB SSD
- 3 Year Depot Warranty
- Integrated 720p HD Camera + World Facing Camera, Intel® Dual Band Wireless-AC 8265 (2x2, 802.11ac) + Bluetooth, ThinkPad Pen Pro, ThinkPad Battery 3 cell Li-Polymer (45Whr), 45W 3pin USB-C

\$1,446.06 inc GST

Accessories



Targus 13.3" Contego Armoured Slip Case	\$46.64
Targus 13.3" TANC Case	\$76.12
Targus Rugged Slipcase 13-14"	\$31.14
eduSkin	\$11.00
Device Imaging	\$11.00
iBroker Insurance for Laptops with **\$100 Excess**	\$291.06
Lenovo ThinkPad L380, L480, L580 3yr On-Site + Sealed Battery Warranty Upgrade	\$49.91
Lenovo ThinkPad 380 Yoga 3yr On-Site Warranty Upgrade	\$24.94

Minimum Cost (Device, Mandatory Selections and \$4.40 Admin Fee) **\$1,497.40** inc GST

Or

Approximately \$31.84 weekly with ZipMoney.

Pricing is Subject to Change

Edunet partners with iBroker for all Education Insurance. We have found iBroker to be an excellent affordable choice for parents and for schools. Edunet are authorised to repair Lenovo insurance jobs with iBroker, enabling us to ensure a quicker turnaround time so that the device is back in the hands of the student sooner.

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
 - ✓ Liquid Spill
- Loss or damage by theft or attempted theft
- From unoccupied building or vehicle only following forcible entry
- In the open air only where:
 - ✓ Laptop in direct supervision and control of adult
 - ✓ At their place of education
 - ✓ At college organised activity / event
 - ✓ At organised extra-curricular activity
 - ✓ Other places of residence
 - ✓ Medical appointments of any kind
 - ✓ By force or intimidation



WHAT ISN'T COVERED?

- 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:
 - ✗ From an unoccupied building or vehicle unless as a result of forcible entry
 - ✗ From any unsecured place in the open air unless:
 - ✓ The laptop is under the direct control and supervision of an adult; or
 - ✓ Your child is on the way to or from their place of education; or
 - ✓ An organised college or educational activity; or
 - ✓ An organised extra-curricular activity; or
 - ✓ Other places of residence of accommodation; or
 - ✓ A medical appointment of any kind
 - ✗ Loss of 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

Upfront Payment

Edunet provides two options for upfront payment through the portal. Firstly, parents can choose to pay by VISA or Mastercard, all credit card payments incur a 1.5% surcharge. The second option is to direct deposit the full amount into our bank account. There is no charge for doing this. Parents can make the transfer via their online banking or go directly to a Bendigo Bank branch and deposit there.

Payment Plan



Edunet has reviewed a number of different parent finance options to supplement our tailored BYOD solution. We found zipMoney to be the most ethical and best value for money option. zipMoney have worked with us to present an easy to use and completely integrated finance experience. Most importantly, the inclusion of a finance provider really reduces the pressure on families and increases the take-up of BYOD Programs, making the overall result more successful for the program and school.

zipMoney enables parents to purchase a device in the BYOD Program by paying without interest for the first 12 months. Parents are asked to pay \$99 to set up the payment plan and will then be charged a \$6.00 monthly account fee only while there as a balance remaining on their account.

After the 12-month period has expired zipMoney will change standard credit card interest ONLY on what is left on the parents account, zipMoney will not force the parent to pay interest on the total purchase value.

One of the main benefits of our finance option is that the parents own the device from the moment they take possession of it. Parents will also not be charged extra for paying the loan off before the 12-month period.