Wollondilly Anglican College

For Christ's Glory

MyTech

Question & Answer Booklet

In this document, you will find a list of questions you may have about the 'MyTech' Program along with answers or suggestions. We have endeavoured to be as comprehensive as possible throughout this document, however, if there are areas that we have not addressed, we welcome your feedback.

To access a digital copy of this booklet please go to the 'MyTech' website
https://mytech.wac.nsw.edu.au

Contents

1. About the Program 3
2. Teaching and Learning 5
3. Suitable Devices 6
4. Software 8
5. Connections 9
6. Day to Day Use and Support 10
7. 'MyTech' Device Minimum Requirements 12
8. Further Questions 13

1. About the Program

Q: What is 'MyTech'?

A: 'MyTech' is a part of the College's ongoing technology development. Under 'MyTech' every secondary student brings their own laptop to the College. In many schools it is called a BYOD (bring your own device) program.

'MyTech' means that teachers no longer have to move their class out of specialised classrooms to access computers for a lesson. It also allows teachers and students to access a wide variety of online learning activities and tools anytime, in any lesson, while they are still in their normal classrooms.

Q: Why 'MyTech'?

A: Technology has revolutionised almost every part of our lives. It is an important tool used in most workplaces to increase efficiencies and enable people to perform their jobs better. In order to prepare students for this kind of workplace we need to be exposing them to a wide variety of technologies, including AI, and providing them with the skills to be able to adapt to the rapid pace of technological change. This includes teaching them healthy digital citizenship values to match their skills.

'MyTech' allows us to help our students become 21st century learners who are creative and critical thinkers and can work collaboratively with others. When each student has access to their own device, teachers have much greater flexibility to work at developing these skills. To facilitate this, the College uses a cloud-based Learning Management System called Canvas. Used well, technology can create more interactive and engaging lessons. When students are engaged they learn more. The 'MyTech' program provides students with access to expanded resources and content and also gives students the opportunity to take ownership of their learning and be creative in their problem solving.

The 'MyTech' program allows teachers to work in partnership with parents to develop a wide range of skills that will help ensure our students are well equipped to move into further education or into the workforce.

Q: What is Canvas?

A: Canvas is a cloud-based Learning Management System that is designed to make teaching and learning easier. Students can access Canvas anywhere that they have an internet connection via a web browser or mobile app. Some of the benefits of Canvas for students are that it allows them to:

- access and catch up on missed work;
- revise past work and class activities;
- access extension work;
- work collaboratively with other students;

- check due dates for homework and assessment tasks;
- submit work digitally; and
- receive feedback and grades digitally.

Canvas allows students to access class work and move through activities at their own pace. While many students are consolidating their understanding of key concepts, more advanced students can be working on higher order thinking tasks to challenge and extend themselves.

It also has benefits for teachers in terms of enabling digital marking, storage of work samples, greater analysis of student results and easier distribution of learning materials.

Q: Why doesn't the College buy laptops for each student?

A: There are a number of different options as to how a school can implement a 1:1 device program. One option is for the College to purchase identical devices for each student and add this to the fees and another is for students to bring a device that best suits them. No one option suits all students or families and schools have to decide what option best suits the majority. The College has chosen the latter option as it allows students and parents to choose a device that most closely matches their needs for both the College and at home. It provides ownership of the device and helps to ensure that students value and look after it.

Q: What are my options for purchasing a device for my child?

A: Options for purchasing a suitable device for your child are below:

1. Purchase an approved device from a supplier of your choice

Provided the device meets the minimum requirements, a student can bring a device that has been purchased from a retailer of their choice (eg. Harvey Norman, JB Hi-Fi). It is important that you are very careful to ensure that the salesperson only sells you a device that meets all the specifications and it is recommended that you take the detailed specifications with you to the store.

2. Bring an existing device

Provided the device meets the minimum requirements, a student can bring a device that is already owned by their family to the College for the 'MyTech' Program. To meet these requirements, it would need to be a relatively new device that is up-to-date and still has sufficient battery life.

2. Teaching and Learning

Q: How often will students be required to bring their device to the College?

A: Students will need to bring their fully charged device to the College every day.

Q: How will the devices be used in class?

A: Currently our staff use technology in a variety of ways to teach students. This ranges from setting specific online tasks to giving open-ended tasks where students are expected to use technology to solve a problem. The use of technology in classroom teaching has become more fluid and prevalent over time. Much of the content and many teaching activities are now delivered to students through our Learning Management System, Canvas. It allows students to take greater ownership of their learning and provide them with the opportunity to collaborate, communicate and research on a global level in real time.

The technology does not replace the explicit teaching of concepts or the interaction between the teacher and the students. Its purpose is to enhance the method and practice of teaching. Students are still required to complete handwritten tasks, particularly in Years 11 and 12, as we are conscious of the need for students to maintain their handwriting skills as they undertake examinations.

Q: What effect will the program have on textbooks?

A: In some subject areas in the Secondary Years, students may utilise electronic textbooks or eBooks. The benefits of using an eBook are twofold; they contain interactive content and students won't need to carry textbooks to and from the College each day. Students will be made aware of the specific subject areas they may need to utilise an electronic textbook and this will be provided during the relevant class.

Q: What effect will the program have on exercise books?

A: The College uses a blended learning environment meaning that traditional classroom methods, such as the use of exercise books and textbooks, are combined with the internet and digital media. Depending on the type of activity, the teacher will decide on the best tool to use and will clearly communicate this to the students. The device is an integral part of most, but not all lessons.

3. Suitable Devices

Q: What types of devices does the College recommend?

A: The College recommends a relatively new Windows based PC. Other devices including MacBooks are suitable provided they meet the minimum specifications that can be found at the end of this booklet.

Q: What are the minimum requirements?
A: We have included a set of minimum requirements at the end of this document. In most cases, if you purchase a new personal laptop computer it will meet these specifications.

Q: Is there a downside to having a device that just meets the minimum requirements?

A: For general College use, a basic Windows computer will meet the needs of the majority of students. Senior students studying an IT, Design & Technology (D & T) or Visual Arts course may need a higher powered computer to run software like the Adobe Creative Suite (Photoshop, Illustrator, etc.) or Microsoft Access. Some students may also want to use their device beyond the classroom for other activities that may require higher specifications.

Q: Will my child be at a disadvantage in the Senior Years in IT, D & T or Creative Arts subjects if they only have a cheaper laptop?

A: No. We have some College computers available to run specialised software for these courses. Obviously, student access to these computers will be governed by demand.

Q: Is an Apple MacBook an acceptable device?

A: Yes. Provided the MacBook is relatively new it should meet the minimum specifications detailed at the end of this booklet.

Q: What are the benefits of purchasing a MacBook?

A: A MacBook may provide students with greater multimedia capabilities should they require them for visual media-based subjects. Microsoft Office 365 is available for a MacBook.

Q: What are the disadvantages of purchasing a MacBook?

A: A MacBook is generally more expensive than a Windows based laptop. They may also require extra software and carry additional technical support overheads for the user.

Q: Why aren't iPads or tablets included?

A: Many schools have trialled iPads and are now moving away from them as they do not provide all the functionality that is needed in the learning environment. Disadvantages include the small

screen and keyboard sizes. Additionally, only a limited range of programs can be run on these types of devices.

Q: Should I buy insurance?

A: The security of the device rests with the individual owner; as such Wollondilly Anglican College takes no responsibility for stolen, lost, or damaged devices. While College employees will help students to identify how to keep their devices secure, students will have the final responsibility for securing their devices. To help keep devices safe, lockers are available for all secondary students at the College. You may wish to check your homeowner's insurance policy regarding coverage for personal electronic devices as many of these policies can cover loss or damage.

Q: I have an old laptop at home, can I give this to my child to use?

A: We strongly recommend that the device your child brings to the College is as new as possible so that it meets our minimum requirements and is as functional and reliable as possible. Devices over three years old will probably not be suitable.

Q: My children all share a laptop, will this do for the 'MyTech' program?

A: All students will be set individual classroom tasks involving their 'MyTech' device on a regular basis and across a variety of subject areas. For this reason, it is essential that all students have their own individual device.

Q: I have bought the device, now what do I do?

A: Once you have purchased a device and have it set up for personal use, you need to make sure all the necessary software, as detailed below, is installed. To get connected to the College WIFI network students will be expected to attend a 'MyTech' Connect workshop at beginning of the year or when the student commences at the College. In the meantime, we recommend your child gets comfortable using the device and avoids installing too many programs or games because they will take up valuable resources and might slow the computer down.

4. Software

Q: What software will students need?

A: Students need to have software that will allow them to access, view, and create documents and undertake various other learning tasks. A list of the essential software is below and is available free to educational students. Links to download the most up-to-date software can be found on the 'MyTech' website. Software that is recommended by the College includes:

- Google Chrome Internet Browser
- Adobe Acrobat PDF Reader
- Microsoft Office 365 Suite (incl. Microsoft Word, Microsoft Excel, Microsoft PowerPoint)
- Audio/Video Software such as VLC Player
- Anti-Virus Software such as Avira, AVG or Avast
- Respondus Lockdown Browser (required for some Canvas Quizzes)

Time is provided to all new students during their MyTech Connect Induction sessions and a member of staff will be made available to assist with the downloading of the recommended software.

Depending on what subject a student is completing, there may be other software. Please check the 'MyTech' website for any additional software that their class teacher may have recommended for downloading.

Q: What is Microsoft Office 365?

A: Office 365 Education for Students is provided for students enrolled at WAC. This plan allows students to install Word, Excel, PowerPoint, Outlook, OneNote, Publisher and Access on a student's device.

5. Connections

Q: Will the College provide WIFI 24/7?

A: The College will provide wireless internet connectivity to students while they are on College premises during College hours.

Q: Will there be web-filtering?

A: When students are on College premises and connected to the internet through the College's WIFI network, web-filtering will be active. Whilst no web-filtering solution is perfect, the College will do its best to prevent access to inappropriate websites considered to contain age-restricted material, potentially harmful material or illegal content. In addition, Facebook and other social media sites not deemed to be of educational value, will be blocked.

When your child is connected to the internet at home, employing web-filtering will be a decision for parents to make. The College's web filtering will not work when the 'MyTech' device is being used outside of the College WIFI network. For options for web-filtering at home and in other contexts, please refer to the Cyber Safety page on the 'MyTech' website.

Q: Will my child be able to use mobile data connectivity instead of the College WIFI network?

A: Students must only use the College's WIFI service to connect to the internet whilst on College premises and devices must not have mobile data connection.

6. Day to Day Use and Support

Q: Will my child be able to download songs, movies and other media on their device?

A: While connected at College, students should only be browsing the internet and downloading resources for educational purposes. Conduct regarding access to internet resources, email, and complying with copyright legislation on 'MyTech' devices is governed by the College Information and Communication Technology Student Usage Guidelines in the student diaries. Generally speaking, the downloading of songs, movies and other media would contravene the above guidelines.

At home, parents will need to govern this type of activity as they see fit.

Q: What do we do about printing?

A: Secondary students have limited ability to print to select printers in library spaces throughout the College. This is provided via an 'email to print' system.

Q: Will it be possible to charge the device at College?

A: Personal devices must be fully charged before students arrive at College each day and run on battery power whilst at College. Due to Work Health and Safety issues, devices cannot be charged in classrooms at the College. We strongly recommend you purchase a device which has a substantial battery life so that it lasts the full College day.

There are three charging stations with the capacity to charge 15 devices each which are available to use at recess and lunch time in Flynn, Johnson and Sturt Libraries. Students are encouraged to carry their personal charger.

Q: Will the College provide spare devices if my child's device is being repaired?

A: The College has a small number of devices available for emergencies if a student's device becomes damaged and needs to be repaired. We recommend that, should you anticipate a repair taking more than two weeks, you arrange an alternative spare device for your child. If a loan device is required for your child, please download and complete a loan device request form from the devices page of the 'MyTech' website.

Q: What happens if my child's device malfunctions or is broken?

A: The College IT staff will only provide technical support in so far as it is related to the connection between the device and the College wireless network and Internet. Support for this will take place initially during the 'MyTech' Connect workshop as well as on an ongoing basis throughout term time.

For hardware issues, you will need to contact a Computer Technical Support service or the place where you bought the device. Unfortunately, the College IT staff cannot attempt to repair personal devices.

Q: What happens if another student damages my child's device?

A: It is important that students are very careful in looking after their device and it is their responsibility to ensure that it is always left in a safe place. To minimise the risk of damage and keep it safe, students can leave their device in their locker when it is not being used. If a student is found to have maliciously or recklessly damaged another student's device, they will need to pay for it to be fixed or replaced.

7. 'MyTech' Device Minimum Requirements

Minimum requirements for 'MyTech' devices are listed below:

- Processor/CPU:
  - For Windows - Intel or AMD based
  - For Apple – Apple Silicon (Neo, M1, M2 etc)
- Screen size: 10.8 inch
- Screen resolution: 1024 x 768
- Windows/Mac hard disk minimum storage: 256 GB
- Windows/Mac minimum memory: 8 GB RAM
- The device should be running a version of Microsoft Windows 24H2 or higher, or Apple macOS 26 or higher. Limited versions of Windows such as Windows 'S mode' are NOT suitable
- Wireless Connectivity: 802.11 N or AC ports: at least 1 x USB Type A (or adapter to suit)
- Audio/Video: Headphone and Microphone Ports (or adapter to suit)
- If the device has a SIM card slot, the SIM card must be removed. Whilst at the College, only networks provided by the College are to be used
- Full QWERTY Keyboard suitable for touch-typing
- Minimum expected Battery Life of six hours
- Robust carry-case

Examples of devices that are NOT suitable:

- Smartphone of any kind
- A device running an unsupported version of Windows (eg. Window 10 or older) or macOS (eg. Sequoia 15 or older)
- Android tablet, or Apple iPad
- Chromebooks
- Googlebooks
- Device with less than six hours Battery Life
- Windows ARM-based PCs eg. Snap Dragon
- Any older device that doesn't meet the minimum requirements

Examples of devices that ARE suitable:

- Windows laptop running a currently supported version of Windows 11
- Apple MacBook/Air/Pro laptop running a currently supported version of macOS
- An existing device that already meets the minimum requirements

If students already have a device that meets the minimum specifications, then there is no need to purchase another device.

8. Further Questions

If, after reading this booklet, you have further questions please check the 'MyTech' section of the College website https://mytech.wac.nsw.edu.au. If you are still unable to find the answer, please email your question to mytech@wac.nsw.edu.au or contact
Mr Craig Russell (Secondary Learning Innovations Coordinator).