



BYOD

(Bring Your Own Device)
Student, Teacher and Parent Guide

Baldwin – Woodville Area School District is committed to moving students and staff forward in a 21st century learning environment. As part of this plan, BWSD will now allow middle school students and parents to access the VKPublic wireless network using their own technology devices (laptops, Smart Phones, iPads etc.) during the learning day.

With classroom teacher approval, students may use their own devices in the classroom to access and save information from the Internet, communicate with other learners and use the productivity tools loaded on their device.

PLAN

On January 31st and February 1st, students may bring their own technology device to school. Users will be prompted to accept the following terms of use prior to each attempt at connecting to the VKPublic network:

BWSD is providing wireless connectivity as a guest service and offers no guarantees that any use of the wireless connection is in any way secure, or that any privacy can be protected when using this wireless connection. Use of the BWSD wireless network is entirely at the risk of the user, and BWSD is not responsible for any loss of any information that may arise from the use of the wireless connection, or for any loss, injury or damages resulting from the use of the wireless connection. All users of the Baldwin – Woodville Area School Districts network are bound by the district's Acceptable Use Policy. By entering, "Accept" below, you are agreeing to all of the above cautions and policies as they pertain to non-district devices.

Students and staff, who do not accept the terms of service, will not be able to access the BWSD Network. The terms of service prompt will post each time an outside user attempts to use this network. Once on the VKPublic network, all users will have filtered Internet access just as they would on a district owned device.

STUDENTS

I have my laptop with me in class. How do I get on the Internet now?

Answer: Most laptops or other personal devices (smart phones), will detect a wireless connection when you are near one (wireless must be turned on). Most of the time your technology tool will ask you if you would like to join the network. When prompted, choose **VKPublic** from the list. Once you choose this network, you will be prompted to accept the terms of service. **Read this carefully**, so that you know what should be expected.

My laptop is not prompting me to choose a wireless network. Is there another way to connect?

Answer: In the settings menu of your device make sure the wireless settings are turned ON. There is usually an icon for a network in the settings menu, go to this icon and choose the **VKPublic** from the list or prompt your computer to look for a wireless network. Always consult your device's owner's manual for exact directions for accessing a wireless network.

I brought my iPad to school to use in the classroom, but my teacher said I couldn't use it in their classroom. Can I still use it?

Answer: The teacher in the classroom has the final say on procedures in the classroom. If he or she asks you not to use your device, then you should follow those directions. **Access is only available, not guaranteed** for each classroom situation.

I just can't get my laptop to connect to the network. Can I get some help from someone?

Answer: Students who cannot access the VKPublic wireless network, or who may have technical issues with their technology tool, need to take care of this issue by working with their user's manual that came with the device (not during class time). These are not BWS D devices and the district is not allocating resources at this time to troubleshoot issues.

I need to save my work in my BWS D shared folder. Why can't I access this resource?

Answer: You are on the VKPublic Network. It is not the same as the network you would normally access from a school owned computer. You will not see your HOME folder, so you will need to save your work in another place. Some options include a flash drive, your own hard drive, or your school Gagle account.

I need to print the spreadsheet I just created, why is there no printer listed when I try this?

Answer: Like the network folders, printers are on the BWS D network and will not be available when you login to the guest network. emailing the document through your Gagle account to and print it from your Gagle account on a school networked computer, save it to a flash drive and print it from home or a school computer. Keep in mind that using school printers in the classroom or other learning spaces is at the discretion of the teacher or principal.

My laptop was stolen when I brought it to school. Who should I contact about this?

Answer: Bringing your own technology device to school can be useful; however some risks are involved as well. It is always a good idea to record the device's serial number in case of theft. **BWS D is not responsible for the theft of a device nor are we responsible for any damage done to the device while at school.** Any time a theft occurs, you should contact the office and make them aware of the offense.

Why am I filtered on my own computer? Shouldn't I be able to see what I want to on my own tool?

Answer: Student filtering is a requirement of all public schools by federal law. The Children's Internet Protection Act (CIPA) requires all network access to be filtered, regardless of the tool you use to access it while in a public school. Your laptop or phone is the device, the network you are using while at school belongs to BWS D and will be filtered.

Am I still held accountable for the Acceptable Use Policy I signed at the beginning of the school year even though this is my own personal computer?

Answer: Yes. The Acceptable Use Policy for BWSD remains in effect even when you are using your own laptop, smart phone, iPad etc. Each time you attempt to access the network at school you will be prompted to accept the terms of service which include the AUP(Acceptable Use Policy). Violating the terms of the AUP would be a student code of conduct violation and would be dealt with on the campus with the principal.

Why can't my little brother bring his laptop to school? He is in the 4th grade?

Answer: Currently, we are limiting this privilege to middle/high school students and staff.

Am I able to connect my laptop to an open network port and gain access to the internet?

Answer: No. BWSD is only providing access to personal devices through the wireless network.

STAFF

Do I, as the teacher, have the choice when students use their technology devices?

Answer: Students may use technology at the discretion of the teachers as the lesson warrants the use.

Some of my students cannot access the network on their laptops or phones. I don't have time in a class period to help them with this. Should I put in a help request or call the help desk?

Answer: No. Students who cannot access the VKPublic wireless network, or who may have technical issues with their technology tool, need to take care of this issue by working with their user's manual that came with the device out of the classroom. These are not BWSD devices and the district is not allocating resources at this time to troubleshoot issues. You are welcome to help if you choose, but it is not a staff member's responsibility to ensure that student owned technology is functioning properly.

I have students on my campus who are accessing the Internet using their provider's data plan (AT&T, Sprint, Verizon etc.) on their smart phones or laptops, hence bypassing the filter. Is this a violation of the student AUP?

Answer: This is not an AUP violation because the student is not bypassing the filter on the BWSD network, but instead using a provider's data plan.

I have my own laptop and a smart phone. I would like to utilize these tools at work. Does this new plan include staff?

Answer: Yes. Staff can also access the VKPublic wireless network.

PARENTS

My son is bringing his iPad to school for instructional purposes. Will he have access to things he normally does with district equipment?

Answer: Your son will have access to any of the web based software secondary campuses currently use (Databases, library search tools etc.). Software may run differently on different devices for varying reasons. You should consult your owner's manual for software limitations. (Ex., iPads cannot run software requiring Flash Player.)

As a parent, am I required to add additional software (virus protection, filter, tracking device, etc.) to my child's technology tool?

Answer: No. Currently we are not requiring any additional software for school use. Virus protection is always advised, but not required to participate in the pilot. While on the VKPublic network, students will be monitored through the district's filter, so there is no need for additional filtering software.

I have read the terms of service and I do not wish to have my daughter accessing the

Internet using her own laptop. I would like to allow her to use her computer for productivity, but not the Internet. Is this possible within this pilot plan?

Answer: Yes. Your daughter may choose not to accept the terms of use, however, the rules outlined in the AUP still apply for technology use of any kind (Internet or other). Also, it is not the responsibility of staff to ensure she has not accessed the Web on her own technology device. Damage or theft is still the responsibility of the owner.

If my son/daughter's laptop is stolen or damaged, what recourse can I take?

Answer: The district is not responsible for any damage or theft of student owned equipment. Installing tracking software like *Absolute Software* can help locate the equipment if it is stolen, and keeping track of the device's serial number, model and type will be helpful as well. Theft or vandalism of any kind should be reported immediately to the Principal so he/she can take the appropriate steps.

What are the campus/classroom rules for using student owned devices including phones?

Answer: Teachers make the final decision for any tools used in the classroom; student owned equipment would be no different. It will be up to the individual teachers to communicate their expectations to parents and students. Please refer to the student handbook for further details.

Will my child have access to communication tools like email or message boards while on the VKPublic network?

Answer: Yes. Students do have access to their school issued Gaggie email accounts. They will not have access to Gmail, Hotmail, or Yahoo email or messaging accounts.

Where can I see the Acceptable Use Policy for Technology?

Answer: The acceptable use policy can be found in the student handbook from the district website.