BYOD

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

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PURPOSE

Allen ISD is committed to moving students and staff forward in a 21st century learning environment. As part of this plan, AISD will now allow high school students and staff to access the EagleNet 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 devices.

PLAN

Beginning with the 2011-2012 school year, students may bring their own technology devices to school. Users will be prompted to accept the following terms of use prior to each attempt at connecting to the EagleNet network:

AISD 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 AISD wireless network is entirely at the risk of the user, and Allen ISD 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 Allen ISD network are bound by the district's Acceptable Guidelines for Technology. By entering, "Accept" when prompted by EagleNet, 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 AISD Network. The terms of service prompt will post each time an outside user attempts to use this network. Once on the EagleNet network, all users will have filtered Internet access just as they would on a district owned device.

FREQUENTLY ASKED QUESTIONS
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 **EagleNet** 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. You will also be prompted to enter your login name and password (same as you use for AISD network access).

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, there is usually an icon for a network. Go to this icon and choose the **EagleNet** 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 just can't get my laptop to connect to the network. Can I get some help from someone?
Answer: Students who cannot access the AISD EagleNet 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 AISD devices and the district is not allocating resources at this time to troubleshoot issues.

I brought my iPad to school to use in the classroom, but my teacher said I couldn't use it in her 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 need to save my work in my AISD shared folder. Why can't I access this resource?
Answer: You are on the EagleNet Network. It is not the same as the network you would normally access from a campus computer. You will not see your shared folder, so you will need to save your work on your device. You can access network resources by connecting to Citrix by typing sr.allenisd.org from your web browser or Citrix app. Some devices (iPad) have a free app that will need to be installed to access Citrix.

I need to print the spreadsheet I just created. Why is there no printer listed when I try this?
Answer: Like the shared folders, printers are on the AISD network and will not be available when you login to the guest network. Some printing solutions include: saving it to a flash drive and printing from home or another campus computer. Keep in mind that using campus printers in the classroom or other learning spaces is at the discretion of the teacher or other campus administrators.

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. AISD 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 a school resource officer (SRO) to make him/her 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 required by federal law of all public schools. 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 AISD and will be filtered.

Am I still held accountable for the Acceptable Use Policy ("AUP") I signed at the beginning of the school year even though this is my own personal computer?
Answer: Yes. The Acceptable Use Policy for AISD 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. Violating the terms of the AUP would be a student code of conduct violation and would be dealt with on the campus with a campus administrator.

Am I able to connect my laptop to an open network port and gain access to the internet?
Answer: No. AISD is only providing access to personal devices through the wireless network.

Will there be a penalty to my grade if I do not have my own device?
Answer: No. Devices are never required and therefore, a grade cannot be taken.

STAFF
Do I, as the teacher, have the choice when students can 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 AISD EagleNet wireless network, or who may have technical issues with their technology tool, need to take care of this issue out of the classroom by working with their user's manual that came with the device. These are not AISD 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 AISD 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 campus staff?
Answer: Yes. Campus staff can also access the EagleNet wireless network. Campus printers will not be accessible with your own devices. When prompted, choose **EagleNet** from the list. Once you choose this network, you will be prompted to accept the terms of service. You will also be prompted to enter your login name and password (same as you use for AISD network access).

One of my students was using his laptop to bully another student on campus. Should I call the central technology office concerning this problem?
Answer: No. Any disciplinary infractions that occur from using technology tools should be referred to a campus administrator. This would be a student code of conduct issue.

Will students have access to any common software packages via the EagleNet wireless network access?
Answer: Students will have access to software on their device. They may also use Citrix to access district software. They will not have access to other software due to license limitations.

Should I call central office if one of my student's laptops is damaged or stolen?
Answer: No. Any theft issues should be handled as you normally would on your campus. AISD is not responsible for any damage or theft of student owned technology tools. It would be good to remind students to keep a record of the device's serial number just in case a theft occurs.

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 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. While on the EagleNet network, students will be monitored through the district's filter (Fortinet), 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 plan?
Answer: Yes. Your daughter may choose not to accept the terms of use; however, the rules outlined in the *Acceptable Use Policy* still apply for technology use of any kind (Internet or other). Also, it is not the responsibility of campus 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 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 School Resource Officer (SRO) on campus 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 EagleNet network?
Answer: **Yes**. Students do have access to their email accounts.

Where can I see the Acceptable Use Policy for Technology?
Answer: The Acceptable Use Policy can be found in the AISD Student Handbook. The Handbook is available on the AISD webpage, under the Students link.