

## **Bring Your Own Device (BYOD) Purpose**

In continuing our efforts to provide more access for students, we will be allowing students to bring their own wireless mobile learning device beginning on September 4, 2012. This will allow for students to access our secure network with their own device within the school day through a common portal. This includes personal laptops, smart phones, portable storage media, and other handheld devices such as iPods and iPads.

While we are excited to offer this opportunity for our students and believe it will provide benefits in learning for students, we have developed guidelines in order to ensure that learning is the key focus and we promote the use of technology to enhance this experience for students and staff. As we support students, through their learning experiences, to take advantage of Web 2.0 – Web 3.0 tools to collaborate, do their homework, access resources, etc. the BYOD program allows students to use their own device in a way that provides access to our system and filtered network while at school and continued access beyond the school day that has not been present previously.

Users will be prompted for wireless key (Bulldogs) and then asked to accept terms of use prior to accessing Chetek-Weyerhaeuser Area School District's (CWASD's) wireless public network. Those who do not accept the terms of service will not be able to access the CWASD Public Network. The terms of service prompt will appear once a day (8 hour session) each day an outside user attempts to log into this network. Once on the CWASD public network, all users will have filtered access to the internet just as they would as a student on a district-owned device.

## FREQUENTLY ASKED QUESTIONS

### STUDENT QUESTIONS:

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

**Answer:** Most devices these days will automatically detect a wireless signal when one is within range. Most of the time, the device will “ask” you if you want to join the network. When prompted, choose “**CWASD-Public**” from the list. Once you choose the network, you will be prompted for the wireless key “**Bulldogs**” then you are prompted to accept the terms of service.

*\* My laptop is not prompting me to choose a wireless network. Is there any other 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 CWASD-Public from the list or prompt your computer to look for wireless networks in range. Always consult your tool’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 her classroom. Can I still use it?*

**Answer:** The teacher in the classroom is the final say on procedures in the classroom. If he or she asks you not to use your technology tool, 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:** Resources may be available to help you connect to the CWASD-Public Network on campus; however, you will need to consult with school staff for these resources. It is not the responsibility of your teachers or other CWASD staff to troubleshoot individual devices during the school day, but they may direct students to the appropriate help available during lunch/study halls. It is suggested that students check their owner’s manual for issues concerning connectivity.

*\* How do I save my work?*

**Answer:** At this time, personal devices cannot connect to school databases unless the student uses CWASD’s Virtual Desktop Environment (VMware View, see the website for details) or their Google Apps Account which is provided by the district.

*\* I need to print the something I just created, can I do this?*

**Answer:** Printing from personal devices is not available unless the student uses CWASD’s Virtual Desktop Environment (VMware View). Students are encouraged to store and email documents/projects, etc. to faculty & staff by using their Google Apps Account or VMware View when appropriate in lieu of printing.

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

**Answer:** Bringing your own technology tools 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 to have in case of theft. CWASD 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 administrator 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 a requirement 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 CWASD and will be filtered.

*\*Am I still held accountable for the Acceptable Use Policy by signing the Student Handbook at the beginning of the school year even though this is my own personal computer?*

**Answer:** Yes. The Acceptable Use Policy for CWASD remains in effect even when you are using your own laptop, smart phone, iPad etc. (Do guests need to log in/accept terms each time they access)? Our policy is linked here:

[http://www.cwasd.k12.wi.us/cms\\_files/resources/CWASD%20Acceptable%20Use%20Policy1.pdf](http://www.cwasd.k12.wi.us/cms_files/resources/CWASD%20Acceptable%20Use%20Policy1.pdf)

*\*What can I use my laptop/device for during class?*

**Answer:** Students may use their device during class with the permission of their classroom teacher. Please understand that some teachers will allow devices to be used for a variety of reasons based on their classroom and the specific activity being done during a class. What is allowable one day may not be so the next, based on this information. Students are strongly encouraged to check with their individual classroom teachers for clarification on when and how to use their device(s).

## **FREQUENTLY ASKED QUESTIONS**

### **STAFF:**

*\*My classroom is not conducive to student owned technology, am I required to allow my students to access their technology tools in the classroom?*

**Answer:** No. Although we encourage teachers to leverage the student owned technology tools in their classroom for learning, there is no requirement of teachers to allow this. You are in charge of the way your class functions and the rules that apply.

*\*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 public 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 or seeking help from tech support during their lunch/study hall(s). These are not school-owned 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 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. Staff can also access the CWASD-Public network. Keep in mind that the public network is going to be filtered at the student level for anyone who may choose to access it. Although you do have the option of accessing CWASD's Virtual Desktop Environment (VMware View) for your documents and printing.

*\*I believe one of my students may have been using his laptop to bully another student. Should I call the technology office concerning this problem?*

**Answer:** No. Any disciplinary infractions that occur from using technology tools should be referred to a school administrator. This would be student code of conduct issue.

*\*Will students have access to any common software packages via the public network access?*

**Answer:** Not at this time, unless they use the CWASD's Virtual Desktop Environment (VMware View) or their Google Apps Account. We will continue to look at more options for this in the future.

*\*Should I call the tech 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. CWASD 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.

## **FREQUENTLY ASKED QUESTIONS**

### **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 the district 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). More access can be obtained to apps like Word or Excel by using the CWASD's Virtual Desktop Environment (VMware View) see the website for details.

*\*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 should always be installed. While on the CWASD-Public 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 continue using her computer for productivity, but not the Internet. Is this allowable?*

**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.

*\*I am the president of a booster club at my student's school. We hold meetings at night. Will we have access to the CWASD-Public network after school hours for our meetings?*

**Answer:** Yes. The CWASD-Public network will be accessible after school hours and also for athletic events.

*\*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 on your own device may 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 a school administrator, so he/she can take appropriate steps.

*\*What are the classroom rules for using student owned devices?*

**Answer:** Devices are intended and will be used for educational purposes only during the school operating hours. Teachers and Administrators make the decisions for any tools used in the classroom; student owned equipment will be no different. It will be up to the individual teachers to communicate their expectations to parents and students for their specific classes and courses.

*\*Will my child have access to communication tools like email or message boards while on the CWASD-Public network?*

**Answer:** All students have the same level of access to these tools as they do on school-issued computers/hardware as they are content-filtered to the same specifications.