



EdTech & Acceptable Use Policy

What you need to know so you can get your device and use resources

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Instructional Technology Coordinator



2023-2024
williamsburg.apsva.us/edtech

What You Are Getting

iPad w/ Keyboard Case



Wall Charger (white brick)



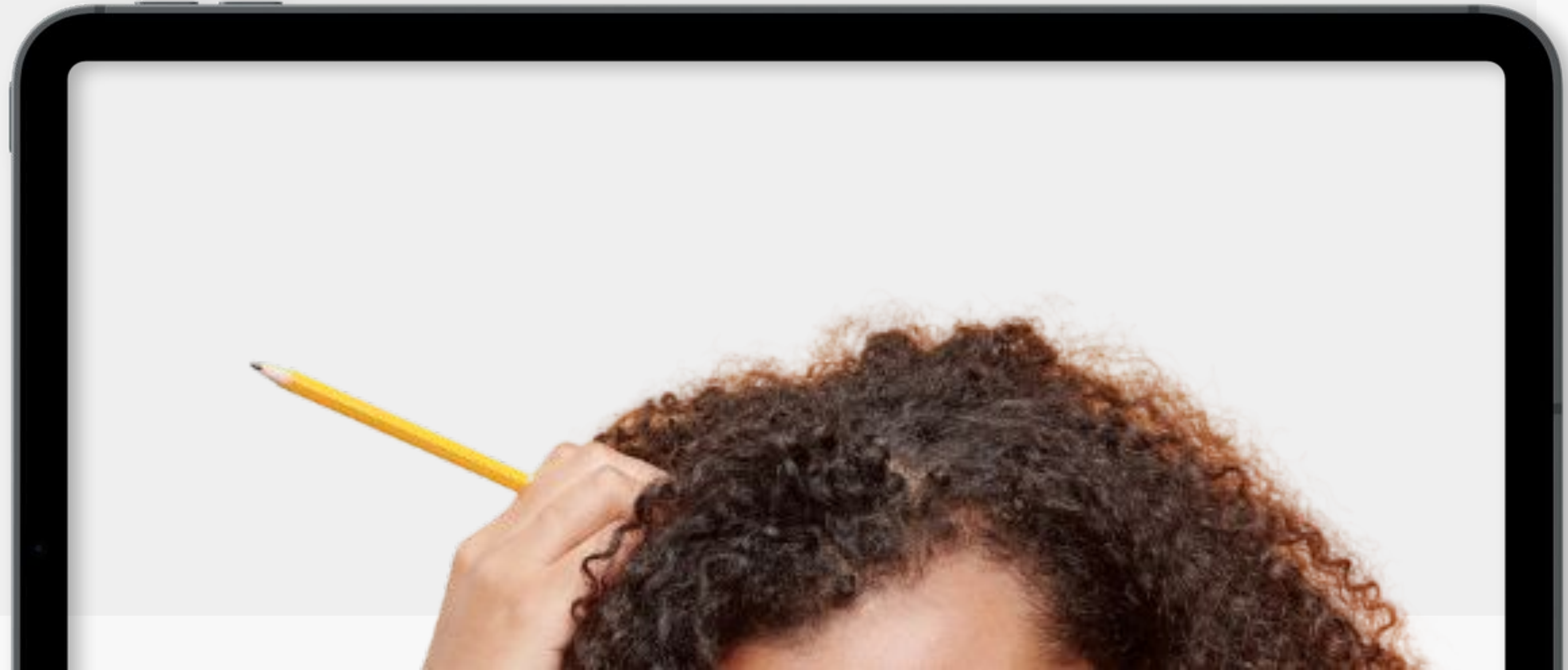
**Charging/Data Cable
(white cable)**





Why You Are Getting This

- 01 To use for school and instructional purposes
- 02 To keep for all three years of middle school



Your Device is...

01 Your responsibility

02 APS property

03 APS managed



04 APS monitored

05 Location tracked

06 Network tracked

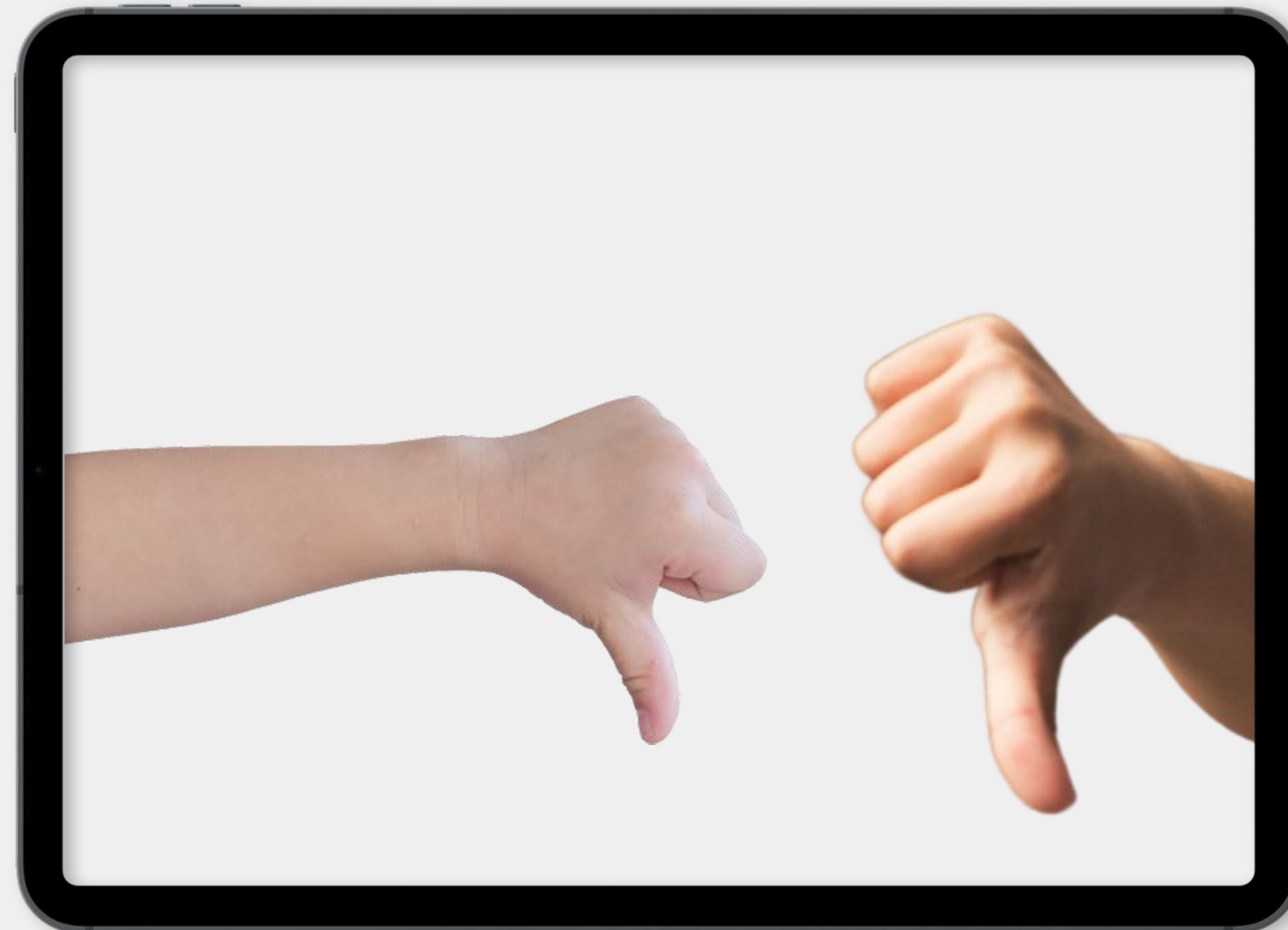
Your Device is NOT...

01 Loaned to others

02 Left unattended

03 Misused in any way

04 Decorated





Acceptable Use Policy

Guidelines & Expectations
(AKA the fine print)



- *Your device is for instructional usage*
 - *Classwork / Homework*
 - *APS Sponsored Clubs and Activities*
- *Do not login to your personal (non-APS) iCloud account on your APS device*
- *Do not share your password with others or keep it where others can find it*
- *Follow APS & WMS rules when using your device & the APS network*
- *Report inappropriate content to a teacher or administrator immediately*
 - *iPad Misuse Form*
- *Report security or hardware problems to a teacher or administrator immediately*
- *Follow copyright and fair-use laws*
- *Only audio/video-record or photograph others with their knowledge & permission*
- *Only use the device and accessories issued to you*
- *Only use applications that have been authorized by APS*



Fees for Device Breakage & Loss

In accordance with APS policy, schools may adjust in alignment with a family's ability to pay.

<https://www.apsva.us/digital-devices/damage-to-devices>

\$50 Battery

\$32 Standard Case

\$99.95 Keyboard Case

\$45 Charger Port

\$50 Cracked Glass

\$50 Digitizer

\$50 Headphone Jack

\$40 Home Button

\$27.08 Power Supply

\$11.96 USB Cable

\$285 Complete replacement





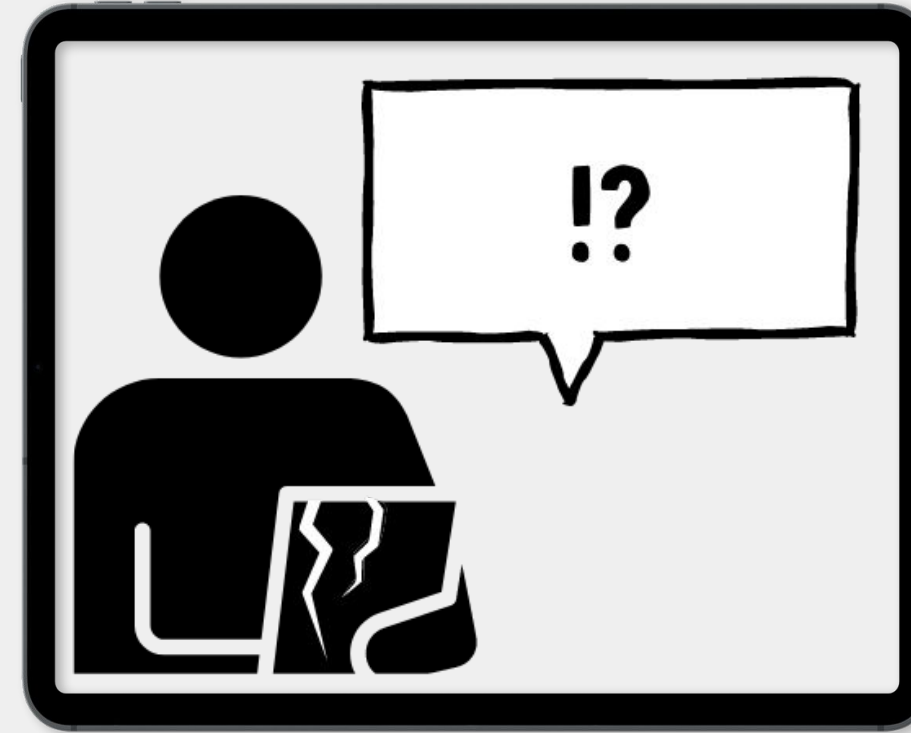
Technical Support Procedures

- 01 Always first...Turn it Off and On Again or Restart.
- 02 Ask a friend or a teacher
- 03 All student technical support requests (For all issues: hardware, software, and network, accounts & more.) should be submitted via your TA Teacher.
- 04 Lost or stolen?
 - You are responsible for looking for your device
 - Retrace your steps, look in all your classrooms
 - You will be billed for a lost iPad
 - Reach out to Mr. Wightman or Ms. Hwang



Student Tech Help

- 01 All student technical support requests (For all issues: Cracked iPads, Forgotten passwords, Canvas login issue, hardware, software, and network, accounts & more.) should be submitted via student's TA Teacher.



And then...

- 02 The ticket will be triaged to Mr. Wightman or Ms. Hwang who try to reach out to students during TA, Wolf Time or their Elective classes.

» Please do NOT just come to our offices.

ITC - Academics

STAFF:

- Coach, support, train, co-teach

STUDENTS:

- Train/Teach, triage, coach, support, & more

TECH "FIXES":

- Replace cords, issue spares, SMART Board/ Panel, iPad, & AV Basics



Technician - Info Services

STAFF:

- Repairs, fixes, updates devices

STUDENTS:

- Repairs, fixes, updates devices

TECH FIXES:

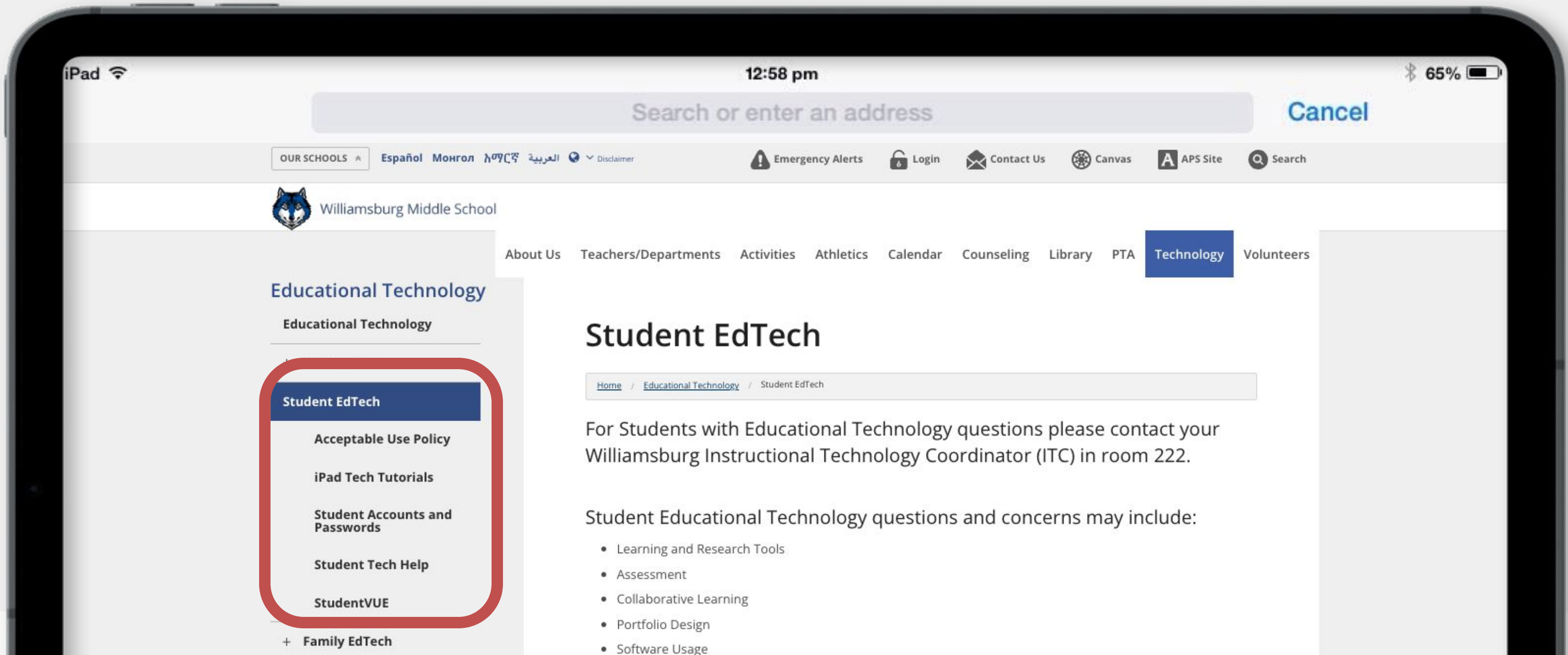
- Most everything -repairing & replacing all tech equipment





Your EdTech Resources

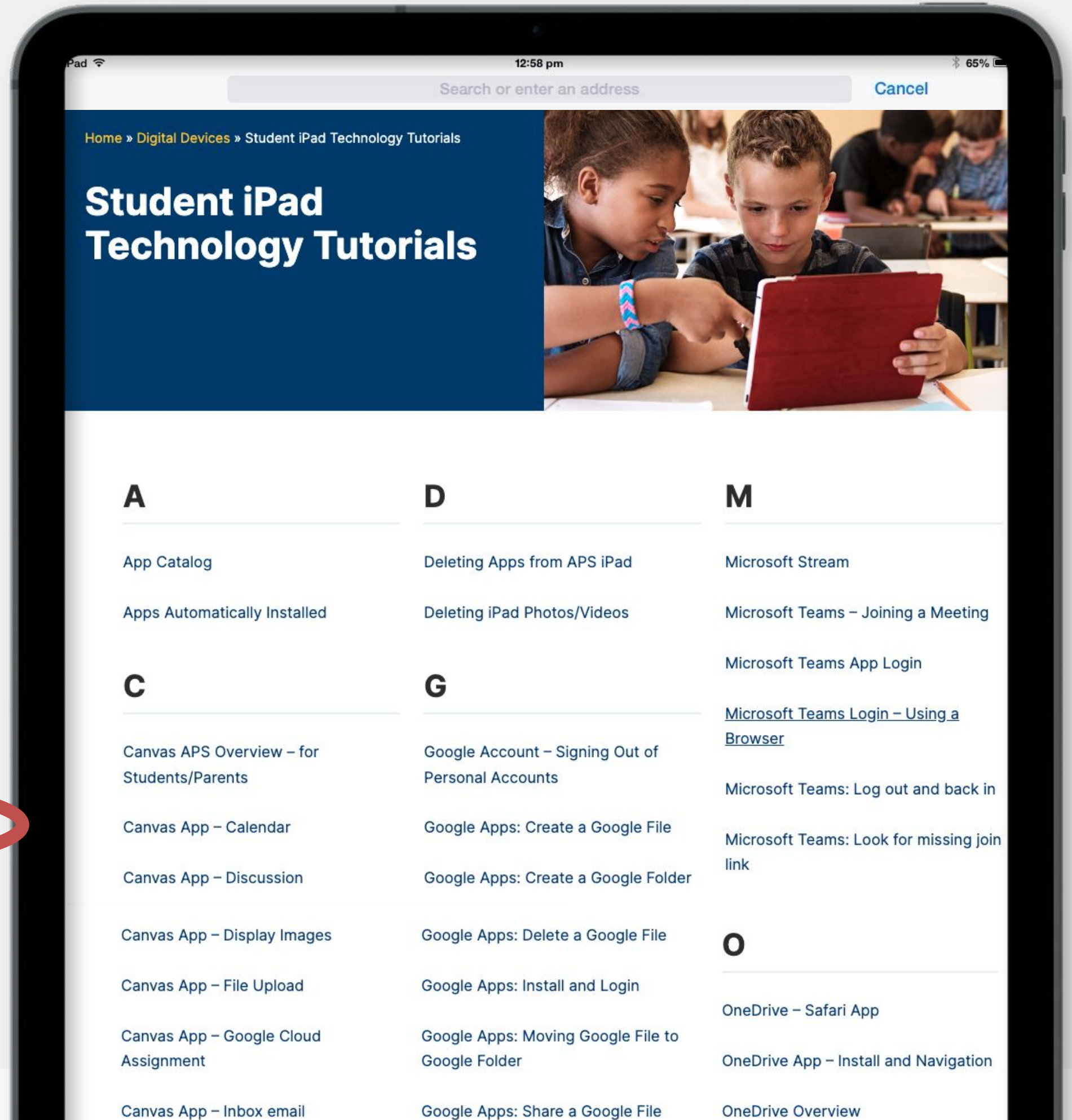
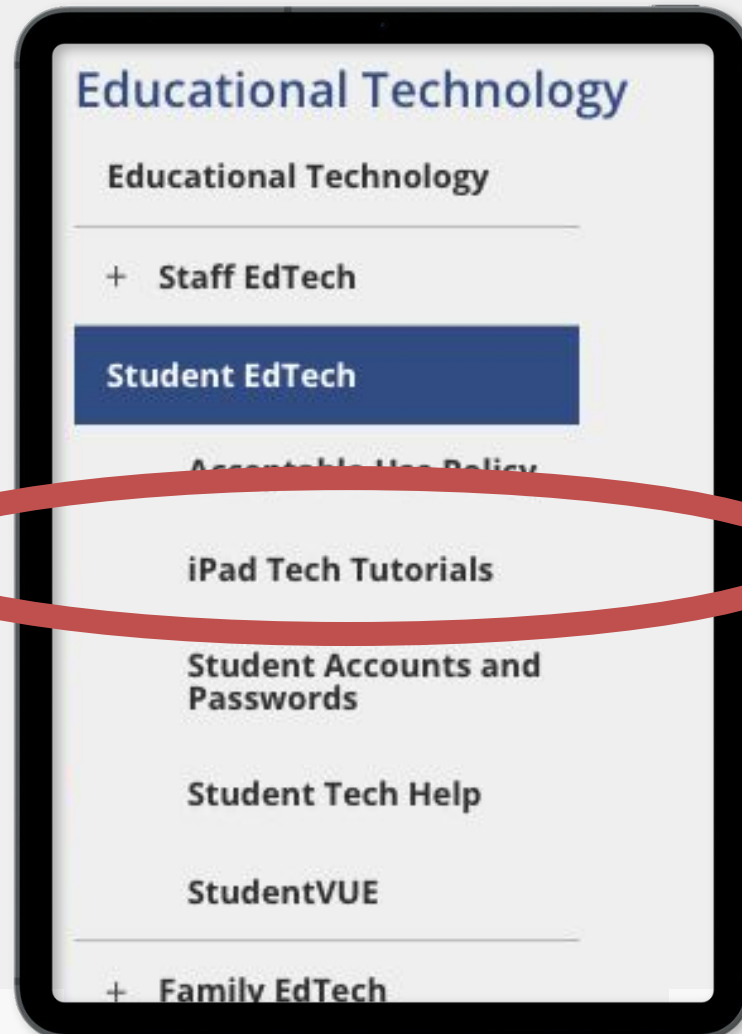
Williamsburg Webpage Student Educational Technology





iPad HOW TO'S

Check out the Middle School EdTech Tutorials





Your EdTech Resources

Williamsburg Student Info Canvas Course

The screenshot shows an iPad interface with the following elements:

- Top Bar:** iPad, 12:58 pm, 65% battery, and a search bar with the text "Search or enter an address" and a "Cancel" button.
- Course Header:** "2023-24 WMS Info for Students" with a hamburger menu icon on the left and an "Immersive Reader" button on the right.
- Left Navigation Menu:** A vertical blue bar with icons and labels for: Account, Dashboard, Courses, Calendar, Inbox, History, Mastery, Studio, and Help.
- Main Content Area:**
 - Home:** A list of links: APS Library Resources, Holt McDougal Online, and Get Help on Paper.
 - Recent Announcements:** A section titled "Recent Announcements" with a sub-header "2023-24 WMS Info for Students".
 - Graphic:** A large graphic with the text "WILLIAMSBURG STUDENT INFO" over a background of mountains and a globe.
 - Right Sidebar:** Three buttons: "View Course Stream", "View Course Calendar", and "View Course Notifications". Below them is a "To Do" section with the text "Nothing for now".
- Bottom Section:** A grid of three items:
 - 23-24 WMS Student:** A thumbnail of a spiral-bound "2023-2024 STUDENT HANDBOOK" from Williamsburg Middle School.
 - WMS Student EdTech:** A thumbnail featuring the Williamsburg MS EdTech logo.
 - Quick Links:** A section titled "Quick Links" with a horse logo and three links: "Bullying Reporting Form" and "StudentVue".





Now what?

This week in TA

You will be setting up your iPad with your TA Teacher

Your Homework After That

- Take your iPad, block & charger home and bring it back to school every day.
- Tell your parent(s)/guardian(s) you have it.
- Show them the Middle School Technology Tutorials
- Find a safe charging place and prepare to bring it back to school fully charged...everyday!





Williamsburg MS
EdTech

Thank You

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