

Classes at Greenvale Secondary College are delivered with the use of laptops. Students must bring a charged laptop to school each day to be used during class time for different learning activities.

Our school operates a Bring Your Own Device (BYOD) program, which means students must bring their own purchased or leased laptop with them to school each day.

Families have 2 options with Bring Your Own Device (BYOD) program:

**Option 1. Purchase with LWT**

The Notebook Program saves parents the unnecessary expense of having to purchase expensive textbooks and other resources. The majority of students' needs will be in easy reach in their own personal computer device.

In order to support students and parents with the Notebook Program, the College commissioned the services of LWT Educational Division to coordinate and oversee the program. LWT is the direct contact for parents when dealing with the purchasing of the device. The College IT technician will continue to support students with all the software and program installations. If you require further assistance, please feel free to contact our College IT Technician.

LWT have designed an online portal which is powered by product feeds from major distributors and the LWT retail portfolio of products. The website features a simplified navigation panel with ease-of-use functionality, allowing parents to order their device bundled with warranty, accessories and insurance in a prompt, secure manner.

Please see the following page for three laptop options that are suitable to the interactive software and are a quality and durable product. The link to the online ordering portal can be found on the next page as well.

**Orders should be placed by Friday 17 November 2024** to ensure delivery to the school, ready for students in Term 1, 2025.

Any orders outside of this date will not be guaranteed to be ready and may incur a \$10 delivery charge. There are a variety of payment methods available to you including easy payment plans.

**Option 2: Use an existing device or purchase one from a different supplier.**

Families are invited to use this checklist provided to ensure the device they may purchase or would like to use meets the minimum specification required of the College. We encourage families if purchasing through a third party to provide them with this list to make a proper selection.

All new students must have their computers registered for configuration by the end of November.

<p>1. My Device meets all the minimum specifications:</p> <ul style="list-style-type: none"> <li>• OS: Windows 10/11 <b>Pro, Education or Enterprise</b></li> </ul> <p><i>It is crucial that the device has <b>the Pro, Education or Enterprise</b> version of Windows to help facilitate important software deployment.</i></p> <ul style="list-style-type: none"> <li>• CPU: Intel N100 - 4 Cores, up to 3.2GHz or Above (AMD processor is also sufficient with the same requirements or above)</li> <li>• SCREEN: 11.6inch – 14inch</li> <li>• MEMORY: 8GB DDR4 RAM</li> <li>• WIRELESS: Wi-Fi 6 – AX - 802.11a/g/n/ac (2.4/5.0 GHZ) <b><u>MUST HAVE A DUAL BAND ADAPTER THAT SUPPORTS BOTH 2.4ghz and 5ghz NETWORKS.</u></b></li> <li>• HARD DRIVE: 128GB Solid State Drive (SSD)</li> <li>• BATTERY: 10 hours</li> <li>• Under 3 years old</li> </ul>	<input type="checkbox"/>                    
<p>2. I have a valid Windows license installed &amp; have registered with a personal email account.</p> <ul style="list-style-type: none"> <li>• User can login to the computer and see the desktop</li> </ul>	<input type="checkbox"/>    
<p>3. My important documents or personal data has been backed-up.</p> <ul style="list-style-type: none"> <li>• In the case where you are using an existing computer (not brand-new), ensure that any personal data is backed-up before handing in to IT office for configuration.</li> </ul>	<input type="checkbox"/>    
<p>4. Removed any existing Anti-virus tools or firewall programs.</p> <ul style="list-style-type: none"> <li>• Ensure any existing antivirus/firewall software is removed to ensure a problem free setup experience.</li> </ul>	<input type="checkbox"/>    
<p>5. You <b>MUST</b> register your device with the IT department. This can be done by visiting the link below. The IT department will configure the device and install the necessary programs for the curriculum.</p> <p><b>You will not be able to commence at the school until this has been completed.</b></p> <p>Please visit <a href="https://www.greenvalesc.vic.edu.au/enrolments/byod-booking/">https://www.greenvalesc.vic.edu.au/enrolments/byod-booking/</a></p>	<input type="checkbox"/>    



## Bring Your Own Device (BYOD)

If the above information raises any questions, please feel free to contact the IT Office on (03) 8393 0000 or [it@greenvalesc.vic.edu.au](mailto:it@greenvalesc.vic.edu.au)

Kind regards,

College IT

The following terms and conditions must be agreed to by the student and parents/guardian before a BYO device can be supported by IT office staff at Greenvale Secondary College.

- Greenvale Secondary College IT services will only support the software that is loaded onto the students selected primary device.
- Secondary devices such as Google Chromebooks, Apple MacBooks, iPads, Smartphones, and other single function devices are not supported.
- Hardware issues can be reported to Greenvale Secondary College IT Services, although we will only assist students in assessing and logging valid warranty calls and/or arranging on-site visits by approved vendor service representatives. We won't be held liable for incorrect advice relating to your device. Always seek the device vendors support services or documentation for actions to take when assessing hardware issues.
- We cannot help with claiming warranty support for devices that do not have an active warranty agreement available from the vendor or supplier.
- Issues that are not considered as warranty; for example, insurance claims or parts orders must be organised by the student/parent. We can assist with any information required to help process or resolve such issues.
- Greenvale Secondary College IT Services can provide a workspace on-site, if a parts order or insurance claim requires a vendor supplied service representative to install or service a device on-site.
- Greenvale Secondary College IT Support can be used as a point of reference/contact for any work orders arranged by students or parents during business hours. Please contact us before-hand to plan arrangements.
- Greenvale College IT Services will take no responsibility for hardware, software or personal data damage/loss caused on a student owned device.
- All student owned devices require a support agreement to be signed and returned to the college before IT Services can begin supporting the device(s).
- This agreement is valid from the time a student is enrolled at the college or until a revised agreement is signed.
- All licensed software must be removed when a student leaves Greenvale Secondary College. Network policies and restrictions must be removed upon exit or when a device is replaced.
- Students must only have one device registered as a 'primary' device. If a primary device is replaced, software and settings must be removed from the old device first. This process also applies to students leaving GSC.
- Greenvale Secondary College is not liable for copyright or pirated software found on a BYO device. All software used must comply with the software vendor's license agreement.
- Students agree to allow Greenvale Secondary College IT Services to manage aspects of their registered BYO device; this is to maintain security policy compliance, support installed software applications and network services.

I/We have read the above Support Agreement and agree to the terms.

<b>Student's Name:</b>		<b>Date:</b>	
<b>Student's Signature:</b>			

<b>Parent's Name:</b>		<b>Date:</b>	
<b>Parent's Signature:</b>			