



Otumoetai Intermediate School

2016 Laptop Programme

Students, who choose to participate in the 2016 laptop programme, now have more choices.

You can choose:

Where and **when*** you buy a new laptop:

Noel Leeming and OfficeMax have committed to providing academic pricing for our students.

Your **preferred** laptop **brand** and **model**.

The **price** that best fits your **budget** and **needs**.

* Laptops should be ready for use in class by the second week of classes in 2016.

Noel Leeming and OfficeMax will provide packaged deal prices for base model and higher performance laptops. Please check our school website for further information. *Note: Traditionally, Boxing Day sales can be a good time to buy.*

Minimum Specs:

Student laptops must meet our minimum specifications to be included in the laptop programme.

Memory: 4 GB RAM (8GB will future proof the device).

Operating system: Preferred: Windows 8 or 10

Acceptable: Apple OS 10.8 or Higher

Networking: Wireless N (or higher, B will not be available).

Warranty: Extended two years



Recommended

Video card: Dedicated memory (if you plan to use demanding software such as Photoshop).

Software:

Office suite: Students will be provided with **free access** to Microsoft Office.

(MS Office will be enabled when new student accounts are created in 2016).

Includes Apple version. *Please avoid running any trial versions of Office on your new laptop.*

Anti-Virus: All Windows laptops must have Anti-Virus installed – Free AV is available.

Year 8 students only: Adobe Creative Cloud Complete 12 month subscription.

Photoshop and all the major Adobe programs: \$15.00 per month for the first year (*subject to change*).

Note: If there is a significant increase in the subscription price, Adobe CC will be optional.

Tablets:

Windows 8 Surface RT, iPads and Android tablets will **not be acceptable** for laptop classes. Windows Pro Surface or similar PC Tablets with an attached keyboard will be acceptable, but may not provide the best experience when using the Adobe CC software in year 8.

Broadband Fast Internet:

Students will need after school access to broadband/fast Internet, so they can:

- Keep their student laptop software up to date and secure.
- Register Microsoft Office.
- Utilise the Internet for online learning.

More: Information:

For more information: Please visit our school website:

www.otuinter.school.nz Click on the links for: Laptop Scheme and buying your laptop.

General queries: Please call the school office - Ph: 576 5105

If you require further information: Please email our ICT Learning Specialist:

Jonathan Stewart jstewart@otuinter.school.nz



Otumoetai Intermediate School

Participation in the School Laptop Scheme

At our school, students are provided with the opportunity to use their own laptops within the school. Normally students are grouped together into laptop classes but there are also occasions where students use laptops in other classes either singly or in groups. Generally there are no limits placed on the number of students who wish to use their own laptops at school. Laptops must however meet the school's specifications in order to be able to access the school network.

By purchasing a laptop for your child to use at school, you are also agreeing to adhere to the following conditions for bringing a laptop for use on the school network:

- You are agreeing to purchase a laptop that meets school specifications.
- You are agreeing for Dynamo6, our school technicians, to monitor the programmes used on our school network and the laptop's software.
- You are agreeing not to download or install programmes at home without prior consent from the school. This is to prevent conflicts with our network, the software we use and that on the laptop. In return we will arrange to install programmes that we use at the school on the laptop as well where appropriate.
- You are agreeing to ensure no file sharing software such as LimeWire is installed on your child's laptop.
- You are agreeing to pay a technical support fee of \$400.00 to the school. This is to enable the Dynamo6 technicians to administer the laptop on the network. This includes updates and solutions to minor problems. Any hardware faults will be covered by warranty. The technical support fee covers both Year 7 and 8.
- You are agreeing to put in place safe procedures as to how your child will transport their laptop to and from school.
- You are agreeing to take responsibility for recording the laptop's serial number and other relevant details for warranty purposes.
- You are agreeing to monitor and take responsibility for your child's use of the laptop, particularly with regard to accessing and using internet sites.
- You are agreeing to the school's right to withdraw your child's right to have a laptop at school if they breach the school's internet use rules and rules for electronic communications (these will be given to all families at the beginning of the year).

As a school we will:

- Group laptop students together within home classes.
- Provide an instructional programme that will enable your child to regularly use their laptop as a tool for learning.
- Have your child's laptop secured in a locked classroom during all breaks.
- Have the power supply checked regularly to ensure your child's safety.
- Provide regular monitoring and maintenance of the software installed on the computer.
- Provide your child with guidelines for the use of the laptop and looking after peripherals like the battery to prolong the life of the laptop.
- Instruct your child on the School Internet Use Policy and Policy on Electronic Communications.

