



## AAS St. Petersburg Bring Your Own Device (BYOD) Guide 2016-2017

AAS St. Petersburg empowers students and inspires learning “using current, relevant technologies” ([AAS Mission & Vision](#)). Our **Bring Your Own Device program (BYOD)** is implemented annually as a key component of our commitment to [Personalized Learning](#) and [Blended Learning](#). BYOD provides students with immediate 1-to-1 device access, an essential element of learning to use technology responsibly and effectively, and capitalizes on the potential of ubiquitous technology in students’ lives.

**BYOD is mandatory for all Grade 5-12 students. Grade 5-12 students are required daily to bring and use a laptop or suitable device to enhance instruction and learning.** The school offers a robust wireless network that is capable of supporting the full spectrum of devices currently available to students.

### The Importance of BYOD

Mobile devices are increasingly present in the lives of our students. At AAS, we integrate mobile devices into classroom learning from the earliest grades with iPads and laptops. School-owned devices are available to students and allow students ready access to web-based learning tools. School-owned devices are also shared resources, for campus-use only, standardized (students cannot customize device settings), and sometimes may not be available in the exact moment of student need.

BYOD offers ubiquitous device use for our older students to support their personalized learning needs. BYOD allows students to *make choices* about which device to use and how to use it to meet situational learning needs--i.e., how to organize resources; how to choose applications for assignments and learning preference; how to share data for collaboration, presentations, projects; printing; etc. This decision-making is an important aspect of personalized learning. Managing personal technology is a core skill in our high-communication, information-rich global culture.

### Digital Citizenship and Building a Personal Learning Environment

At AAS, we develop student digital citizenship and acceptable use throughout our integrated curriculum. Our [Elementary School Digital Citizenship Agreement](#) and [Middle and High School Digital Citizenship Agreement](#) support students and families in understanding what good citizenship looks like in the digital world. As members of the AAS community, students and families agree that digital citizenship applies in and out of school, with school-owned devices, BYODs, and other personal devices.

BYOD plays a central role in educating students about many aspects of digital citizenship (i.e., Internet safety, acceptable use, cyberbullying, digital footprint, intentionality of actions and responsibility, We leverage BYOD by helping students craft their digital footprints (their digital presence on the Internet.

## Web Applications and Software

AAS provides students with access to the online learning resources to support their learning. Our core learning tools are web or cloud-based and students need to be able to access and use these web tools effectively on their own devices to support their learning:

- [Google Apps for Education - Classroom](#) , [Drive](#) (Docs, Sheets, Slides, Drawing, etc.), Blogger
- [Microsoft Outlook Web Access](#) school email
- [NetClassroom](#) (online gradebooks & course info)
- [Naviance](#) - HS students use these resources for college counseling & **AAS offers these software resources to students; Win 8/10 or Mac OS 10.8 required**
- [Office 365](#) - Microsoft Office 365 installation on up to 5 personal devices using AAS account;
  - [Click here to install Office 365 using your AAS user credentials](#)
- **Adobe Creative Cloud - available to MS & HS students (visit IT Helpdesk Office 4031)**
  - Photoshop, Illustrator, InDesign, Premiere Pro, After Effects, Lightroom, etc.-

AAS does not require students to purchase additional software. Students and parents may choose to select additional software or web resources for purchase/download based upon student interest and choice to achieve learning goals. Note that these may or may not be supported by our IT Helpdesk.

## BYOD Maintenance and Service

Students/families are responsible for maintaining BYODs: safe transport of BYODs (i.e., backpacks with padded pockets, laptop sleeves or cases); fully-charged devices (bring charger). Charging lockers in multiple locations will be available for students to charge devices and keep them safe. BYOD support is available at the **IT Office** during school hours. Loaner laptops are available on a limited basis for short-term checkout for, on-campus use during school hours. Students are responsible for the safe-keeping of the laptops while checked out and for their prompt return.

## Support for Learning with BYODs

Support for school-provided learning resources (Google Apps, Netclassroom, Email) will be offered within classrooms, online, and by Technology Support. MS & HS courses use a wealth of web tools and online resources, and some use e-textbooks. Check with individual teachers for more details about the learning resources they use in their classes.

## Monitoring of Student Use of BYODs

The Anglo-American School of Moscow monitors use of technology including school resources and Internet. Our IT Department logs all Internet traffic on our LAN and wireless network. Faculty and staff maintain vigilance regarding student devices. Student devices are subject to search and seizure according to Board Policy and Student Handbook guidelines regarding student property and safety. Our Digital Citizenship Agreements apply to all use/misuse of the Internet or the AAS network.

## Security of BYODs

AAS is not responsible for lost or stolen devices, and the school's insurance policy does not cover personal property. It is the responsibility of students to keep their devices secure. Students are provided with lockers and locks to secure their belongings. Devices should not be left unattended at any time.

**Minimum Requirements: a device capable of utilizing [Google Apps for Education](#), [Outlook Web Access](#), [NetClassroom](#), [Penguin Portal](#), [Naviance](#) & [Managebac](#) (HS students).**

**\*We recommend that MS/HS BYODs are capable of supporting [Office 365](#) & Adobe Creative Cloud.**

Features	BYOD: Laptop, 2-in-1 Hybrid, Chromebook, Pro Tablet w/keyboard
<p><b>Basic Functionality</b></p>	<p>Wireless connectivity, updated OS (Win 8/10, Mac OSX 10.8 or later, Chrome OS latest), integrated full-key keyboard, webcam, audio in/out (earphones), 6 hour battery, Internet browser supporting Google Apps, Flash and Adobe Reader.</p>
<p><b>Extras*</b> Note that intensive computing tasks (video &amp; multimedia editing, 3D design, programming) require higher device specifications.</p>	<p><b>Hardware:</b> Processor Intel Core i5 or better; storage capacity 128 GB SSD or more; RAM 8 GB or more recommended for memory intensive computing); data ports/connections (USB 3.0, HDMI, Bluetooth) extended battery life (8+ hours); light weight (under 2.5 kg); case</p> <p><b>Other:</b> warranty/insurance (1 to 3 years); USB mouse; earphones.</p>
<p><b>Some good resources for reviewing and comparing devices</b> (Note: AAS does not endorse any particular device or brand. We simply want to give you an idea of possible device choices.)</p>	<p><a href="#">Laptop Buying Guide</a> - Review this info from Amazon.com to get started!</p> <p><b>Chromebooks:</b> see <a href="#">Google Chromebook Finder</a></p> <ul style="list-style-type: none"> <li>• <a href="#">The Best Chromebooks of 2015 reviewed and compared</a></li> <li>• <a href="#">Best 2015 Chromebooks Review and Comparisons</a></li> </ul> <p><b>Windows Laptops &amp; Hybrids:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Best 2-in-1s of 2015 (Laptop/Tablet Hybrids)</a></li> <li>• <a href="#">Best touch screen and hybrid laptops of 2015 - CNET</a></li> </ul> <p><b>Macbooks</b> - <a href="#">Best Mac: Apple Mac buyers' guide for 2015:</a></p>
<p><b>Examples:</b> We have listed a wide range of devices from intro-level to high-end advanced-level devices.</p> <p>Individual choices of device type, platform (Chrome, Win, OS) &amp; performance specifications should be made for a student's potential need &amp; use.</p> <p>Device size &amp; weight are also important considerations as students will be carrying devices to classes and home every day.</p>	<p>Entry Level: (under \$200 USD) <a href="#">Acer Chromebook 11.6" (11.6-inch HD display, Intel Celeron 2.16 Ghz, 2GB RAM, 16GB SSD memory, Chrome OS)</a> Intro-level device ideal for Internet use and general productivity using Google Apps; wide range of apps available; cannot download or install software; may not meet higher-level video editing, graphics and programming needs.</p> <p>Intermediate Level: (~\$600 to \$800 USD) <a href="#">HP Pavilion 2-in-1 Laptop 13.3" (13.3-inch HD display, Intel Core i5 2.3 Ghz, 8GB RAM, 128 GB SSD memory, Win 10)</a> or <a href="#">Macbook Air 11.6" (11.6" HD display, Intel 5 1.6 Ghz, 4GB RAM, 128 SSD memory)</a> Intermediate-level laptop device ideal for Internet use and general productivity using Office 365 &amp; Google Apps; antivirus software a must; wide variety of apps available; touch-interface; can download &amp; install software; suitable for some design, video editing, &amp; programming.</p> <p>Advanced Level: (~\$800 to 1300 USD) <a href="#">Apple iPad Pro 12.9" with keyboard</a> or <a href="#">Microsoft Surface Pro 4 w/keyboard</a> Tablet + keyboard! Advanced-level device ideal for Internet use and productivity using Office 365 &amp; Google Apps; wide variety of apps available; touch-interface tablet; suitable for design, video editing, &amp; programming.</p> <p>Top of the Line: (~\$1300 to \$2000 USD or more!) <a href="#">Macbook Pro 13.3" Intel Core i5 2.7 Ghz, 8GB RAM, 256 GB SSD memory</a> or <a href="#">Microsoft Surface Book Pro 4 13.5" Intel Core i7 2.4 Ghz, 8GB RAM, 256 GB SSD memory</a></p> <p>High-end advanced-level device, thin &amp; light, ideal for Internet use and productivity using Office 365, iLife &amp; Google Apps; can download &amp; install software; suitable for design, video editing, &amp; programming.</p>
<p><b>We recommend careful consideration if choosing tablets as primary student BYODs. They should be Pro versions capable of full software use, and paired with Bluetooth keyboards.</b> Cost is always an important consideration in choosing a device. Higher cost devices may offer greater performance &amp; flexibility, as well as have a longer useful life as a student's primary BYOD. But, less expensive devices may also fulfill (nearly) all of a student's needs. Keep in mind that even high-end laptops generally have a 3 to 4-year effective use lifespan.</p>	