

Malone Central School District

1:1 Information for Students in Grades 6-12

Information from the Signature Sheet

The following appeared on the top of the signature sheet you signed in order to receive your student's Chromebook:

By signing this sheet, I acknowledge that:

- I have received a Chromebook, charger, and case assigned to my child.
- this Chromebook will be turned in at the end of the school year, or before my child leaves the district.
- my child needs to bring the Chromebook to school each day, charged.
- we will promptly notify the district of any damage to the Chromebook.
- my child will be held responsible for damage or loss that is determined to be intentional, lost or damaged charging cord, lost or damaged carrying case.
- I understand that the district's Acceptable Use Policy can be found under Quick Links on the home page (www.malonecsd.org).

About the Initiative

All students in grades 6-12 are assigned a Chromebook, which will be collected back at the end of each year. Visit the 1:1 section of the district website under the Parents tab. The Information page contains a video overview of our district's goals and the initiative, the slideshow used at this presentation, as well as information on Chromebooks, digital citizenship, and more.

Digital Citizenship

As technology and the internet become more pervasive, its reach extends further into the lives of our children. The reality is that the number of jobs that do not involve the use of technology is shrinking all the time. Couple that with the use of devices like smartphones, and it becomes essential that we teach our children how to use technology responsibly, ethically, and safely. This is the heart of what is known as digital citizenship.

With the advent of 1:1 in our schools, digital citizenship topics will be finding their way into the curriculum at all levels. As we use Chromebooks to open the digital world to our students, it is an absolute necessity that we do all we can to keep them safe.

Here, we are asking for your help. The skills of digital citizenship are most effectively learned when they are taught and reinforced at home as well as school. Having conversations with your children about safe and responsible behavior online is extremely important.

We understand that the topic can be complex, confusing, and sometimes uncomfortable. Common Sense Media is a non-profit organization whose mission is to help kids be safe and thrive in the modern technological world. If you visit their website, www.commonsensemedia.org. They have dozens of parent guides on topics like internet safety and privacy. Their site can help you become more informed about the skills of digital citizenship, and give you resources and ideas for how to approach the topic with your child.

Please go to the Information page in the 1:1 section of the district site (under the Parents tab) for more resources.

Using a Chromebook without Internet Access

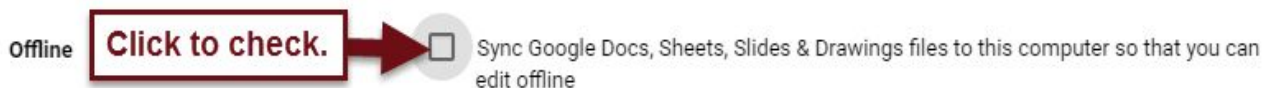
Offline Use of Drive

Your child can still work on files and documents in their Drive even if they are somewhere without internet access. In order to do so, they need to do the following steps on their Chromebooks.

1. Open Google Drive (drive.google.com).
2. Click on the gear in the upper right corner and select "Settings."



3. In the window that pops up, check the box



By following these steps, the contents of your child's Drive will be saved on the Chromebook so they can be accessed and edited offline. If he or she opens a file and edits it, or starts a new document, all changes will automatically sync to their online Drive as soon as the Chromebook has a wireless connection again.

NOTE: If your child gets an assignment from a teacher through Classroom, or a document that is shared with them by someone else, and he/she wishes to work on it offline, **it must be opened while the Chromebook still has an internet connection.** If it is not opened, it cannot be saved to the Chromebook for offline use.

Assignments

Your child's teachers are aware of the fact that not all students will have internet access for their Chromebooks outside of school, and have been asked to plan assignments accordingly. Assignments that specifically require internet use, and which cannot be done using the offline capabilities of Drive alone, should be planned so as to allow students without access time in school to complete the work.

If you find this to be a problem for your child, we would first encourage you to contact the teacher, and explain the situation. The vast majority of the time, the issue can be solved right there. If, however, lack of internet access continues to be an issue in assignments, please contact the building principal.

Reporting Damage

Please go to the Damage page in the 1:1 section of the district website to report any damage to your child's Chromebook.

Questions?

Please go to the FAQ page in the 1:1 section of the district website if you have a question about your child's Chromebook or the 1:1 initiative. There you can see if your question has already been answered, and if not, you can ask it.