

BYOD Frequently Asked Questions

Below are some Frequently Asked Questions (FAQ's) regarding Bringing Your Own Device in PWCS schools. If you have further questions, please contact your school administration and/or Instructional Technology Coach.

Instruction

1. Will there be training on how to use devices in the classroom?

Once some staff members have had some experience with personally-owned devices, schools will provide opportunities for staff to share ideas with others. Schools will also determine specific training needs as they go and develop training as needed.

2. How can BYOD's be an effective tool for the few/many that bring them?

Schools will be exploring strategies as teachers are using the devices in their classrooms. Instructional materials can be accessed in a variety of ways; therefore, the devices may simply supplement what teachers have currently. For instance, students in a history class may be doing research on a particular topic through websites the teacher has identified. The teacher might have 24 students, six of whom have electronic devices with internet capability. If the teacher signs up for a mobile lab, which contains 18 laptop computers, s/he could ensure that every student has access to the necessary tools to do the research. As another example, students in an English class might be given choice as to which biography they would like to read for a book project. Some students have their book on their personal Kindle, Nook or iPad. When students do work on the project in class, some students could be reading in books and others on their electronic devices. Also, all students do not need to be doing an activity in the exact same way or at the same time. If they are taking notes, reading a book, researching, or writing, teachers can be flexible in the ways they allow students to access content. The teacher also might have collaborative groups using one of several devices.

3. How can teachers make consistent lessons when all students don't have access to the same, if any, devices? How can teachers plan/incorporate lessons if not all students have the technology?

Do not plan for the device, plan for the content. The personal devices should enhance what teachers are communicating in the classroom. If the content lends itself to using a device, the student may ask to use it to take notes or look something up. The fact that they have the device ready and available may make for a student who is more engaged. Posting items

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in a class SLMS helps students use their devices to grab a worksheet or hard copy of something the teacher would have printed for everyone in the past.

4. What more will schools be doing with cell phones and iPads that can't be done with mobile labs?

Accessing electronic resources becomes more possible if students can utilize their own devices to supplement what schools have. Currently schools cannot possibly provide one-to-one student access through mobile labs at all times. Schools tend to think at this time about using these devices as the usage of technology increases. However, the school climate is expected to discover more unique and exciting uses. For instance, mobile devices utilize applications (apps) that are not available on a PC. Apps are available for flashcards, instrument tuning, graphing calculators, and exercise/fitness, and could be used to enhance instruction.

5. Can social networking be utilized?

Not at this time. Social media sites are not approved in PWCS for student use. Teachers are encouraged to use PWCS School Messenger Class SLMS.

6. Can online voting be used if it involves texting?

Schools and teachers are asked to check with their technology specialist for the applications that are approved.

7. Should teachers be requiring or encouraging apps?

Students should not be asked to purchase/download apps. This goes for free apps, too. Schools cannot require a student to put anything on their personal device.

Equity Issues

8. How will schools minimize the separation between "haves" and "have-nots?"

Some students do not have devices; other's parents will decide against allowing them to bring a device to school. Schools must be very aware of this potential issue and ensure that no child is ever put at a disadvantage because he or she does not bring in a personal electronic device. Instruction must never depend on students having their own devices.

Device Security

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9. Can students share their device with others?

Students are strongly discouraged from sharing their device. Students are responsible for their own device(s).

10. What about security of lockers?

Since devices may be stored in students' lockers, students should, as always, be reminded never to give out their locker combination to anyone. We must all continue to emphasize security.

11. How will kids carry devices with them?

School based decision.

12. What happens with theft or loss?

As with the loss or theft of any valuable item, this should be reported to the administration immediately. Administration will investigate any incident. Students are ultimately responsible for their device and its security.

Liability

13. What is the teacher's liability?

Follow PWCS best practices and teachers will have no liability. Teachers should not offer to store or hold on to student devices, and should refrain from "troubleshooting" devices or attempting technical support. If a device is confiscated, it should be labeled with name and secured per your current school policy.

14. What happens if a device is broken, lost or stolen?

Students are responsible for securing their own devices. If another student takes a device without permission or intentionally damages a device, this should be reported to the administration. After an investigation is completed, the student may be asked to replace the device or pay restitution.

15. If a device "disappears," is it the teachers' place to investigate before the kids leave the room?

As with other valuable items that disappear, the situation should be handled by following the procedures and policy of the school.

Logistics

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16. Will students be allowed to charge devices at school?

Students should plan to bring devices charged.

17. How will the school staff handle "pressure" to give students a chance to charge their devices?

With a hard, fast rule against charging, implemented consistently, this should not be an issue.

18. Will kids be able to print to the school's printers?

Not at this time. Students should be encouraged to save using their Microsoft OneDrive or OneNote or upload to their class SLMS to avoid printing, when possible.

Management

19. Should teachers tell students a day in advance that the class will be using their devices or allow them to go to lockers?

Advance notification is always best, as with any instructional material students may need to bring to class.

20. How can a teacher monitor all 30 students throughout a class period to ensure that they are using the devices for instructional purposes?

Consider these devices just like other materials and supplies. Be vigilant, but do not be the "DEVICE police."

21. What expectations will be set? Should teams set norms? What about electives?

As with other classroom activities and materials, the teacher needs to set expectations for use of devices. In addition to communicating and enforcing the school-wide expectations, team norms are always helpful for consistency's sake. Elective teachers should set expectations with which they are comfortable within the school-wide guidelines. Finding out their team's expectations could be helpful as elective teachers plan their own expectations. As with any policy in the school, expectations should be consistent between grades, teams and electives.

22. How will devices be kept out of the restrooms and locker rooms?

Students may carry devices throughout the building, but certain areas—restrooms, locker rooms, cafeteria, hallways, locker pods—are "no-use zones." If staff members see students with devices out or in use in these areas, they should direct the student to put the device away and remind him/her about "no-use" zones. If the same student continues without heeding warnings, the device can be confiscated and turned over to the grade level administrator.

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23. How will devices be monitored during bathroom use (texting, pictures)?

Behavior in restrooms has always been difficult to monitor. It is important, however, to limit the amount of time students are using the restroom.

24. What network should a student use on their personal device?

Personal devices used in PWCS schools should be on the guest network. The passcode can be obtained from the front office, Instructional Technology Coach, Technical Support Specialist, and Library Media Specialist.

25. Why not let students use devices between classes if they have time?

The decision to allow the devices was predicated on their being used for instruction only. Also, use in the classroom allows for school staff to monitor use.

26. Does the school allow students to record or video teachers?

Common courtesy is that students need to ask permission if they would like to take pictures, record or videotape. Teachers can decide to allow it or not. It is recommended that if the teacher has questions, they should seek further guidance on this issue.

27. When/where can student "legally" check texts, etc.?

Any use of the student device that is not instructional is not permitted.

28. What is to stop a student from texting an answer to a test question?

Teachers will need to continue to monitor students carefully during testing situations. Teachers can tell students to put all devices away during testing. Vigilant classroom management reduces all types of cheating.

29. Can students use their cell phones at the buses or after school?

Students may only use their phones in the classroom with teacher permission and at other acceptable times as directed by the school.

Misuse and Monitoring

30. How can teachers monitor use and handle inappropriate use (texting, Facebooking, etc.)?

Teachers are not being asked to "police" devices. Rather, teachers should set standards in their classroom for following the PWCS Acceptable Use Policy, similar to standards set for other

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behaviors during class time. If a teacher does find that a student is using a device for a non-instructional reason, please ask him/her to put it away (similar to a note they would write in the middle of class). If the student continues, the teacher can ask the student to put their device away. For serious or repeat offenses, confiscation and a referral to the administrator is appropriate.

31. If a student is using a technology inappropriately, should teachers take it or warn them?

BYOD is new to everyone. Let's try to go easy on students and use minor infractions as "learning opportunities.". First, remind the student of the rule and possible consequences. Confiscate the device if necessary for chronic or more serious offenses.

32. What are the disciplinary consequences if devices are not used for instructional purposes? What are the consequences if a student repeatedly violates expectations?

It is recommended that teachers communicate disciplinary concerns with administrators in reference to current policies.

33. How will the issue of students taking unauthorized photos, films, audio be treated?

Staff should be vigilant and follow the discipline procedures outlined by your school.

34. What about inappropriate "stuff" on devices? What is the teacher's responsibility?

Confiscate the device and give it to an administrator immediately. DO NOT SEARCH THE DEVICE.

35. How will teachers know if a student misuses a device in multiple classes?

Teachers should make sure to keep their administrator informed of inappropriate use so that any patterns can be immediately addressed. Communication between teachers will also hinder misuse and keep all staff members informed.

Parent Communication

36. Will there be a presentation for parents at Back to School Nights? Will administrators address issues of lost or stolen devices at Back to School Nights?

The school will provide information to parents through the usual channels throughout the year.

37. What about parents texting or calling their children during the school day? How will family and friends be made aware of "no communication" times?

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If students need to text a parent or make a phone call at any time during the school day, or while they are on school grounds after school, they should request permission from a teacher to use the classroom/school phone.

38. Are parent letters translated?

PWCS usually translates all documents into multiple languages.

Other Issues

39. How will parents monitor what comes to school?

That is the parent's responsibility. Since they have to fill out the permission form, they should be aware of their child's choice to bring a device to school.

40. How will teachers field parent e-mails/complaints about technology either going missing or breaking in our classrooms?

Route all such complaints to your administrator.

41. How do teachers make sure students and parents are aware of Acceptable Use Policy?

Acceptable Use Policy is posted to PWCS website under Policies, and is posted in each school building at locations selected by school administration.

42. Will teachers see increased technology bullying?

All school staff need to be vigilant to prevent all kinds of bullying and harassment in school. At this point it is hard to tell whether this will be more of an issue with devices at school.

43. When considering BYOD implementation, which stakeholders need to be considered?

All students, staff, parents and school community members need to be considered and have the opportunity to suggest implementation guidelines. The vision of BYOD is to support the 21st century classroom and offer students the opportunity to extend their learning. During the stages of implementation schools should consider involving students to support the program with their expertise as student technology aides.