

June 2018

Summer Technology Best Practices for DDSB Students and Families

The purpose of the Chromebooks is to enable and enhance the student learning experience and ensure equitable access to learning resources and curriculum for all students. To support continued learning over the summer months, students can bring their devices home for the summer.

What are my responsibilities?

Your DDSB Chromebook is a learning tool, and you are accountable to the agreement that was signed before you received the device, even over the summer months. It is your responsibility to follow the established norms of appropriate, responsible behaviour with regard to technology use established by Durham District School Board (Safe and Acceptable Use Policy Signed at the beginning of each school year)

What if I move schools over the summer?

- If you move to another DDSB school, bring your Chromebook with you when you go to register at your new school, and let them know that you have a device.
- If you move to a school outside of the DDSB, you are responsible for returning the Chromebook and charger to the DDSB school that you are leaving during the week before school starts.

How do I deal with technical difficulties over the summer?

DDSB IT Services will provide Chromebook support over the summer months. If you experience any problems with your Chromebook, you can visit the Education Centre on **Wednesdays between 9am - 4pm**, located at 400 Taunton Rd. E. *Do not take the Chromebook to an outside agency for servicing.*

*** Please ensure that the Chromebook is in good working condition before taking the device home for the summer. ***

Reminders:

Here are a few reminders of some key points that all students are accountable to when using DDSB equipment:

- You are responsible for the device – Do not leave equipment unattended
- Only school software is to be installed on the Chromebook! It is intended for school work only.
- Materials such as games, music and videos are not to be downloaded or stored on the Chromebook.
- Always use an appropriate carrying case to safely transport the Chromebook to and from school.
- Place liquids away from your equipment to avoid spills, and keep your Chromebook away from water
- Keep your Chromebook away from strong magnets
- Avoid subjecting your Chromebook to extreme temperatures by leaving in vehicle or outside.
- Only a DDSB repair technician or DDSB Vendor should disassemble and repair your Chromebook.

