



## PROJECT LAPTOP NEWS UPDATE SEPTEMBER/OCTOBER 2010

### WELCOME BACK TO AHA

It has been a great start to the new year. Project Laptop is no longer a pilot program, but an essential piece of the educational landscape at AHA. It is good to have students back in the building. They fill it up with energy and excitement. We are looking forward to a most successful year.

### WHAT EXACTLY IS MOODLE AND WHY SHOULD I CARE?

**Moodle** is a course management system (CMS) which helps educators create online courses. It offers teachers a variety of tools to use to effectively teach students in this new electronic environment. Moodle is a great management system for both teachers and students. Currently Moodle is used in 211 countries. There are almost four million courses created in Moodle and 37 million students use Moodle in their educational pursuits. Did I mention it is freeware? That means that it is constantly being updated and developed by designers and users. It is an exceptional, educational resource.

Freshmen and their parents are becoming experts in using Moodle since it is the primary source for their blended Health class. Ninth graders have several face to face class periods with Mr. Bradley, but they also are using Moodle to successfully complete their course work this year.

A Moodle course page consists of several blocks. Pages are organized by Topic Outline Blocks. The first block contains course syllabus, expectations, contact information, etc. Many teachers have also included links to websites that students use frequently such as Netclassroom, Turnitin.com, and of course, online text books. As you scroll down the class page, you will see the way teachers have organized their courses. For example, my blocks are organized by unit. Once a unit is finished, I can hide the block, so students can focus on the current unit of study. Blocks may be organized by chapter or theme as well.

Within a block, teachers can create a wide variety of learning opportunities. They can upload documents for easy student access. Additionally, they can create links to websites. Uploading videos for student viewing is also possible. Student created wikis, blogs, and glossaries are options, as are quizzes and surveys. Teachers can upload an assignment that students can complete online, submit back to the teacher for grading and comments, who can then send it back to the student. This is a major advantage for students because they can't lose the assignment or the recommendations for improvement as they study for a test or prepare to write a paper.

Moodle also offer a workshop activity which allows students to upload an essay or other writing assignment and receive feedback from peers before the assignment is due.

A major challenge for many students is managing assignments, due dates, handouts, and feedback. Moodle is a tool that can really make a difference for them. Included on every Moodle page is a calendar. Teachers can easily post assignments and test dates. Students have access to that at any time. Additionally, all documents and assignments are available. Lost homework assignments, missing vocabulary lists are a thing of the past. Using glossaries and wikis is a collaborative activity which promotes responsibility among students to fulfill their roles in group activities.

Parents are given guest access on a course Moodle page. If teachers are using a Moodle page for their class, parents have guest access to the class page using a teacher supplied enrolment (sic) key. Parents are able to view the course, see the work that is assigned, and check the calendar for test dates.

I encourage you to muddle around in Moodle. There is much to see.

<http://moodle.academyofholylangels.org>

## **BATTERIES**

Students need to have working computers in order to participate in class work during the day. The reality is that batteries do not have a long life. Much like car batteries, flashlight batteries, MP3 player batteries, computer batteries eventually lose their power. We have a great warranty on student computers, but it does not cover batteries. The cost for a battery warranty would be onerous. The hard truth is that batteries have to be replaced.

As we reported last year, we will handle battery replacement in the manner outlined below.

Rationale: Each student needs to have a working battery for each day of school in order to take participate fully in the course curriculum.

Each student laptop has two batteries, one internal and one external.  
The expected life of the battery with normal use is 18 months to 2 years.

Students with an inoperable laptop will be sent to the technology department. If it is determined that the battery needs to be replaced, the tech staff will replace the battery at that time, and the cost of the new battery will be billed at the end of the trimester. Notification of battery replacement will be sent to parents by email.

AHA purchases batteries at a bulk rate.

## **INSURANCE COVERAGE FOR STUDENT LAPTOPS**

We have had only three laptops reported stolen in the last four years, but the following information is useful nonetheless. Theft insurance on the computers is paid for by the school. The insurance coverage does depreciate the value of the computer. Replacements will be the same model as the student had and may have been used as loaners. There is a \$500 deductible which may be covered by families' homeowners insurance.

Please remember not to leave the computer in plain sight in an auto. Lock the laptop in the trunk. Leaving the computer in plain sight in the car is an invitation to a thief.

## **COMMONLY ASKED QUESTIONS ABOUT PROJECT LAPTOP**

The beginning of a new school year seems like a good time to share specific information about the student laptops and to answer some questions that are raised during the school year. We are proud of Project Laptop and the technological advances that AHA has made in the last four years. We believe that we are giving your students the education and experiences that will make them successful in college and the work force.

There are sound reasons for why we administrate Project Laptop as we do. Those reasons are outlined below. We do not gain financially by leasing the laptops. We are mindful of the financial sacrifices that your family makes to send you child to Holy Angels, and we do all that we can to hold costs down. The fees you pay cover the expenses of your

student's computer, software, warranty, and financing over the four years. We review costs annually and have suppliers bid on a yearly basis. We truly are tough financial negotiators.

### WHY DO I HAVE TO LEASE A COMPUTER FROM THE SCHOOL? WHY CAN'T I JUST BUY MY OWN?

There are several reasons why students must lease the computer that AHA chooses.

- It is important for students to have the same machine. Computers have different capabilities, and we need to know that all students can have access to the necessary applications and be able to do required work.
- We need a computer that is compatible with our network demands if we are to effectively deliver access and software.
- In order to keep our servers and network safe, we must be able to set the limits, grant access, and have the right to control the laptop. Uniform hardware is a requisite for such type of network protection.
- Warranties vary. Without a complete four-year warranty, students run the risk of not having a working machine which would negatively impact their ability to complete their schoolwork.
- Because the computer is leased, the school owns the computer and thus has control over it. That means that a student will be held accountable for proper maintenance and use of their machine. If necessary, misused software may be erased or a student computer may be taken away by a teacher or administrator.

### HOW IS TECH SUPPORT PROVIDED?

On site repair is available for most repairs. The AHA Tech Office offers support for any problems that arise, for annual maintenance and for cleaning. Access issues, software and hardware failures, security problems are all handled by the Tech Office. Records of repairs and replacements are kept by the Tech Office.

Ongoing training: Students receive training on proper use of the computer, various software applications, staying safe online, and other tech competencies throughout their high school careers.

Loaners: There are a limited number of loaner machines for long term repairs.

### WHAT MONITORING SOFTWARE IS AVAILABLE TO ME?

**K9** is a free, web based monitoring system that you can install on your student's laptop. This link will take you to the website: <http://www1.k9webprotection.com/getk9/index.php> Please follow the instructions and make sure that you send your information to the k9email at AHA.

I have attached a word document with directions at the end of this newsletter.

### HOW DO I KEEP UP ON WHAT IS GOING ON?

There are many opportunities to stay apprised about what is going on at AHA and with Project Laptop specifically.

The Star Connection is electronically delivered to every household every week and is available on the AHA website.

Project Laptop Updates are published on the Project Laptop link located under Academics at [www.academyofholyyangels.org](http://www.academyofholyyangels.org). The newsletters contain the latest news, classroom practices, and informational links and articles.

If you have comments, concerns or questions about Project laptop, please contact Kathy Hanley at 612.798.2656 or [khanley@academyofholyangels.org](mailto:khanley@academyofholyangels.org)

## K9 Web Protection

K9 Web Protection is a web based product that allows you to filter and to set limits on your child's online activity. We are offering this option to parents who wish to monitor their student's Internet use outside of school. K9 can be used to block sites and also to set online time limitations.

It is important to note that blocking many websites may result in your child being unable to complete school projects and assignments.

We will assist your child during school hours if K9 creates a conflict with a student's ability to do assigned school curriculum. Otherwise it is your sole responsibility to learn the product and assist your child with issues he/she may encounter while online when this product is being used.

We strongly recommend that you use the time block feature rather than the site block feature. Because we block at school, your student can not access dangerous or social sites during the school day. Having your time blocking begin later in the day ensures that your student will be able to complete school assignments.

### Important Note

If you agree to use this product, you will need to share some information with the AHA Tech Department in case there is an issue with your student's online access at school. If you do not send the assigned password, your child's ability to do school work may be jeopardized while at school.

Once you install K9, please email:

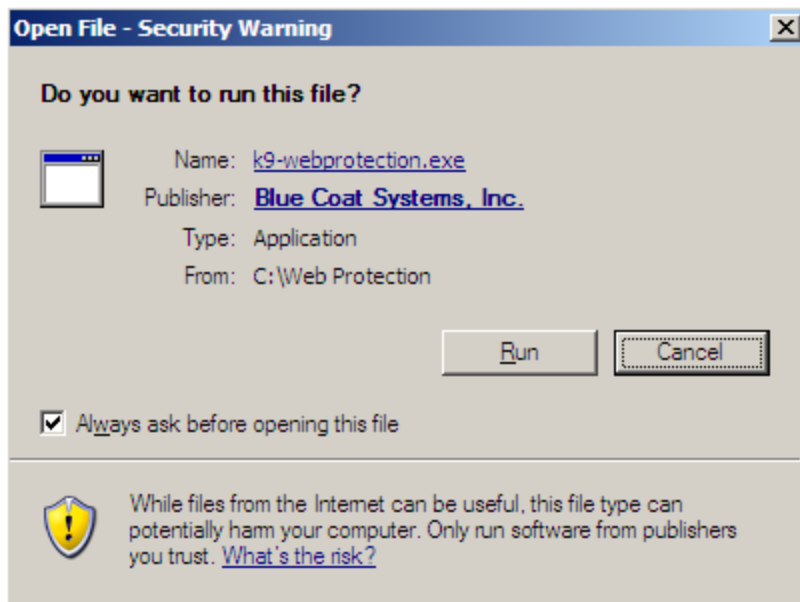
- Student's full name
- Student ID number
- Password you assigned during installation

To:

[k9filter@ahastars.org](mailto:k9filter@ahastars.org)

### How to Get K9 Web Protection:

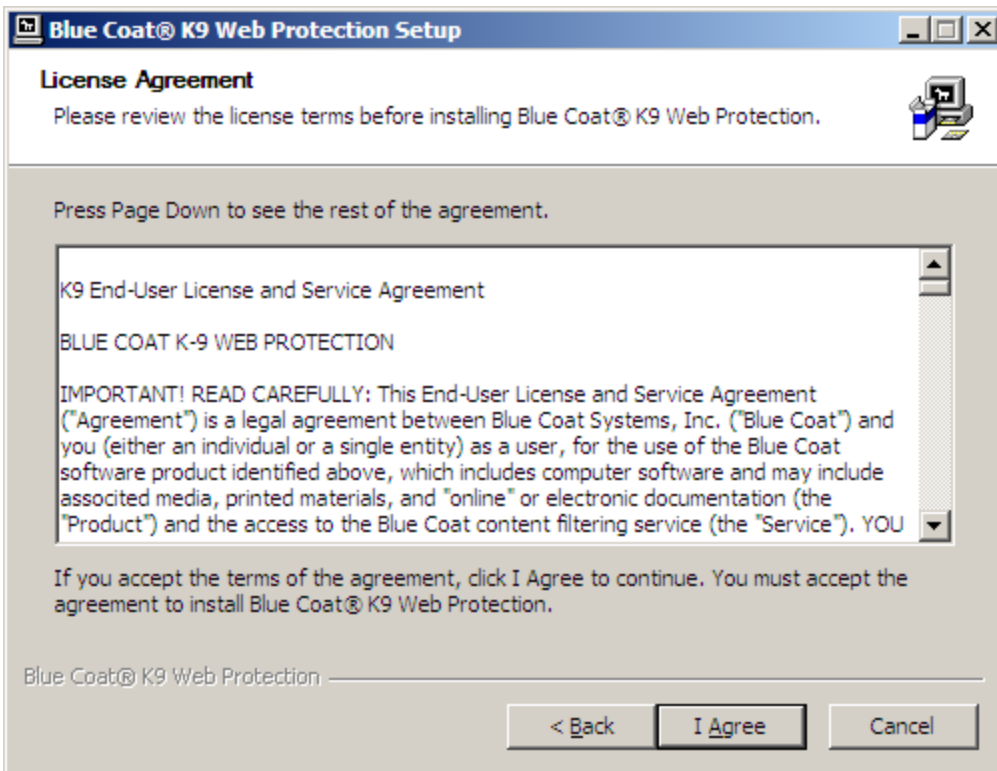
1. You will need to request a license key,
2. Using your Internet browser, go to: <http://www1.k9webprotection.com/getk9/index.php>
3. Fill in the requested information (please do not use an email address to which your child has access.)
4. Click *Request License* button. You will receive your license key within minutes, and you will then be able to activate the software. Please secure that license key in a safe place. You will need it in the future.
5. Once you have the license, you can begin the installation process by clicking on the K9 Web Protection shortcut on the desktop. Just follow the prompts.



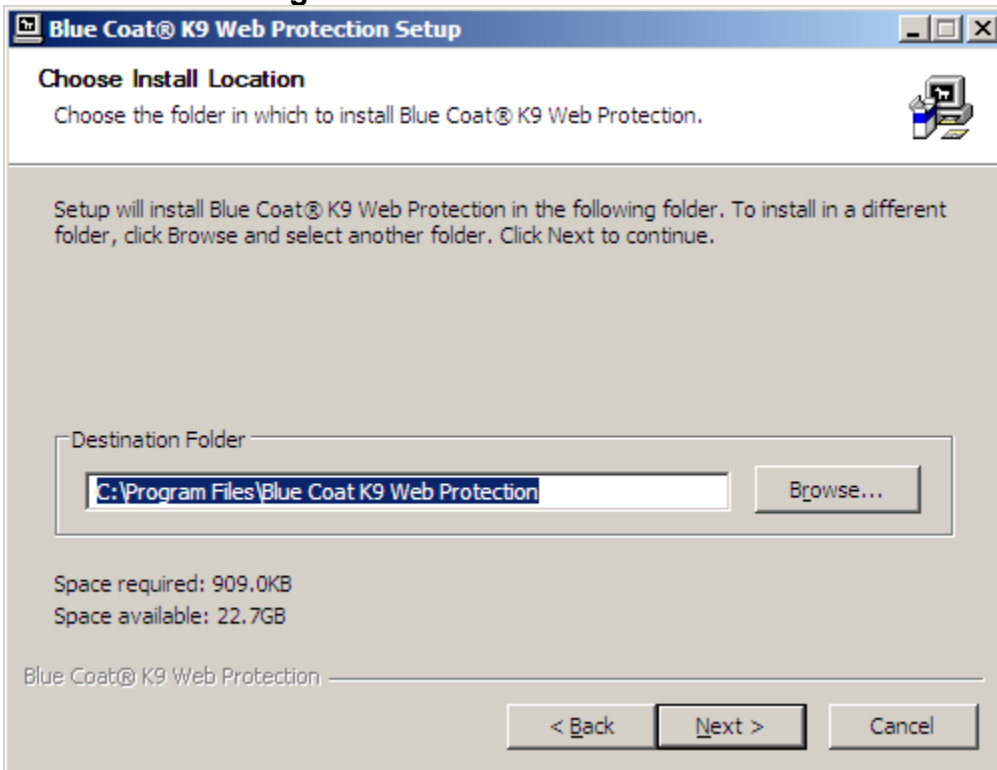
If you see this dialog box, click Run.



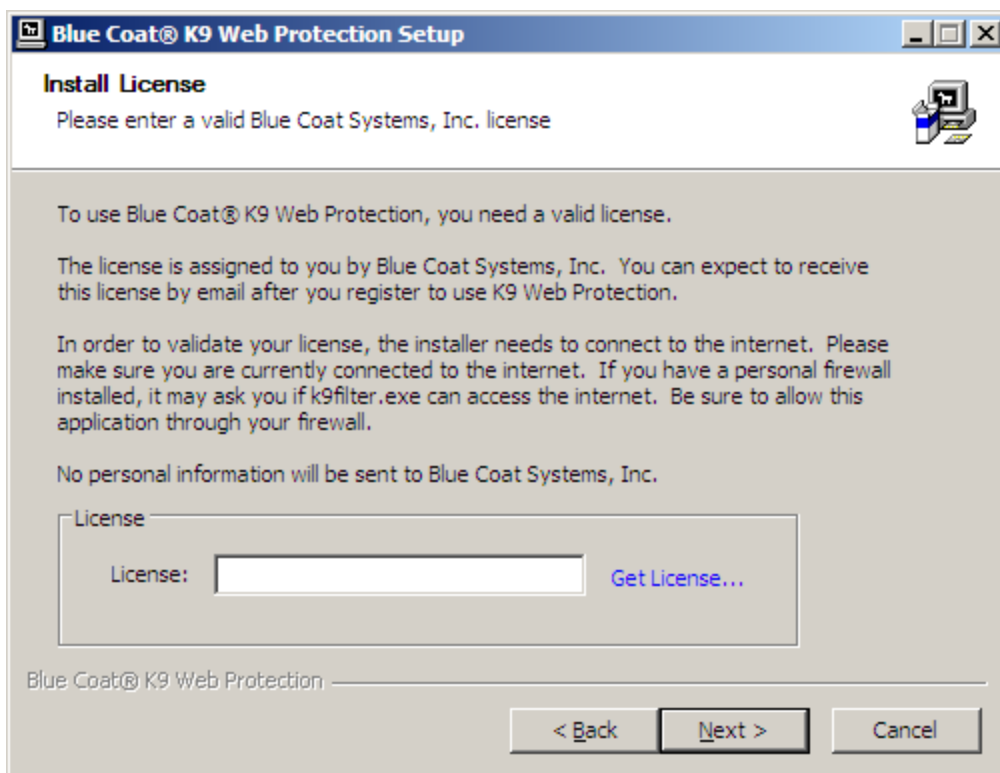
Click Next



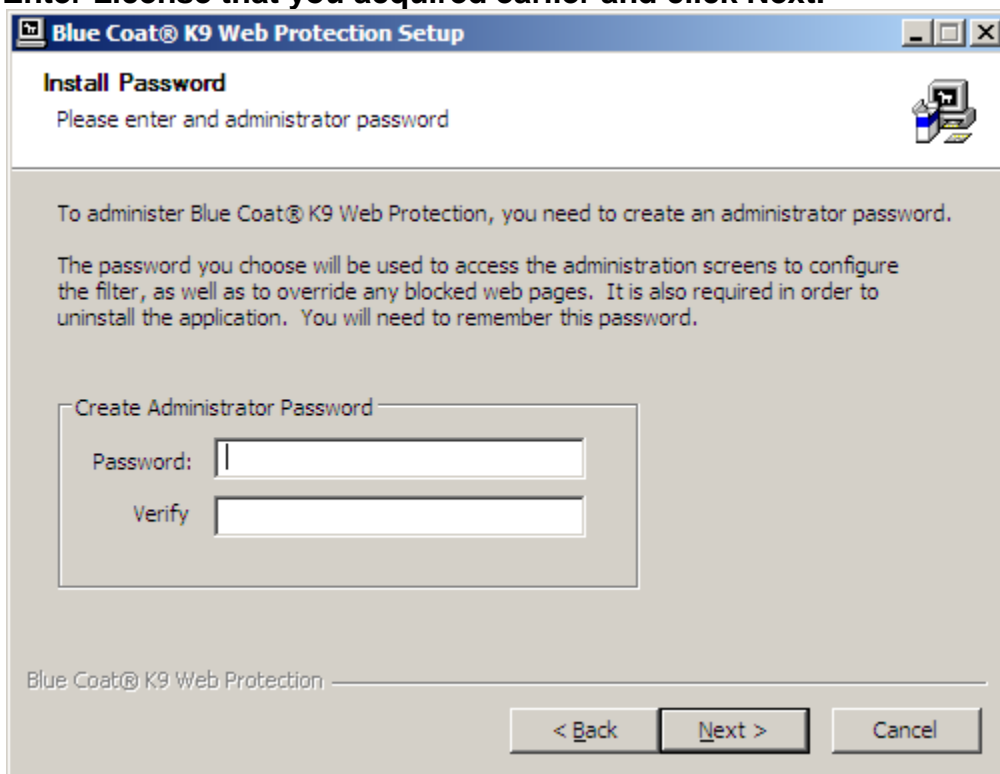
### READ and Click I Agree



### Click Next



**Enter License that you acquired earlier and click Next.**



**Enter a unique, hard-to-guess password and document it. This is the master password! PLEASE DO NOT LOSE this password and PLEASE DO NOT SHARE it with your child!!! Accept Defaults and click Next.**



Click Finish to Reboot the system.



Once the Reboot is complete, double click on the new Blue Coat K9 Web Protection Icon on the desktop.

From this screen, you can view your child surfing habits, change settings or get assistance for the product. Please click on setup and enter in the password you assigned earlier.

**K9 Web Protection Administration** Logout

HOME VIEW INTERNET ACTIVITY SETUP GET HELP

**SETUP**

- Web Categories to Block
- Time Restrictions
- Web Site Exceptions
- Blocking Effects
- URL Keywords
- Other Settings
- Password/Email

### Web Categories to Block

Set the categories you wish to block. [[More help...](#)]

#### Protection Level

- High Protects against all default-level categories, plus chat, newsgroup and unrated sites. [[Show Details](#)]
- Default Protects against all adult content, security threats, illegal activity, sexually-related sites and online community sites. [[Show Details](#)]
- Moderate Protects against all adult content, security threats and illegal activity. [[Show Details](#)]
- Minimal Protects against pornography and security threats. [[Show Details](#)]
- Monitor Allows all categories - only logs traffic.
- Custom Select your own set of categories to block.

Save Changes

Blue Coat

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From the setup, you can adjust filter options including time restrictions, exceptions etc. If there are specific sites you wish to block, you can enter those URLs using the appropriate button on the left menu.

For the Protection Level, we recommend Monitor and then setting Time Restrictions.



## SETUP

- [Web Categories to Block](#)
- [Time Restrictions](#)
- [Web Site Exceptions](#)
- [Blocking Effects](#)
- [URL Keywords](#)
- [Other Settings](#)
- [Password/Email](#)



## Time Restrictions



Select time during the week to allow or deny access to web sites. [ [More help...](#) ]

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
12 am							
1 am							
2 am							
3 am							
4 am							
5 am							
6 am							
7 am							
8 am							
9 am							
10 am							
11 am							
12 pm							
1 pm							
2 pm							
3 pm							
4 pm							
5 pm							
6 pm							
7 pm							
8 pm							
9 pm							
10 pm							
11 pm							

Click to change web access:

Click and hold the left mouse button while dragging across the time(s) you want to select, then click on the deny button and then the save changes button. Your child will not be able to access the internet during the denied times.

Please familiarize yourself with the application and use the Online Support, Forum and FAQs for assistance:

Support:

[http://www.nohold.net/noHoldCust31/Prod\\_7/KnowledgePortal/KPScripts/frameskp.asp?sid=151654&ds=nh1.nohold.net](http://www.nohold.net/noHoldCust31/Prod_7/KnowledgePortal/KPScripts/frameskp.asp?sid=151654&ds=nh1.nohold.net)

Forum: <http://forums.bluecoat.com/viewforum.php?f=13>

FAQs: <http://www1.k9webprotection.com/support/faq.php>

NOW THAT YOU HAVE INSTALLED K9 PROTECTION

PLEASE EMAIL:

STUDENT NAME

STUDENT ID

PASSWORD

TO:

[K9FILTER@AHASTARS.ORG](mailto:K9FILTER@AHASTARS.ORG)