

## Fenwick Instructional Technology (F.I.T) Frequently Asked Questions

### 1. Why is Bishop Fenwick implementing a 1:1 Technology Program?

- Learning is changing. More and more schools are now leveraging 1:1 technology to complement traditional classroom learning. This program will provide a much greater ability to incorporate technology into the learning curriculum. Our F.I.T. program will allow teachers to enhance critical thinking and creativity instruction for increased student engagement and greater learning opportunities.

### 2. What is included in Bishop Fenwick Instructional Technology (F.I.T) program?

- A more dynamic curricular experience
- Use of a Microsoft Surface Pro 3 or 4 tablet using Microsoft Office 365
- Windows 10 operating system
- Keyboard cover, Surface pen (stylus), power/charger, hard protective case and carrying case.
- Ability to install/use up to 4 additional Office 365 licenses for personal use.
- Bishop Fenwick School email address for use in school activities
- Wireless network access in every classroom and the majority of the school.
- Internet content filtering (only on school network)
- Virus protection software
- Faculty and student training on the use of the Surface Pro and software
- Usage of the Surface Pro both in school and home

### 3. Which students will receive the Surface Pro?

- Starting in the 2016/2017 school year, tablets will be provided to freshmen and sophomore students. Additional devices will be purchased each year to add an additional grade to the program.

### 4. When will the student receive the Surface Pro?

- Students will receive the Surface Pro device before the start of the school year during a basic training session. The student and a parent or guardian must sign an acceptable use policy before receiving the Surface.

### 5. What is the cost of the Surface Pros?

- The Surface Pros are funded through auxiliary funds. Auxiliary funds will be used each year to purchase / refresh devices, as long as this funding is available through the state of Ohio. There is a \$150 annual technology fee for each grade which receives a device to cover additional costs of the program. In addition, there is a \$500 security deposit which is refundable upon graduation when the device is returned in good condition.

### 6. Who owns the Surface Pro?

- Surface Pros and all accessories are the property of Bishop Fenwick High School. The Surface Pros will be turned in to Bishop Fenwick at the end of each school year and reissued at the beginning of the next school year.

### 7. Will students keep the same Surface Pro each year?

- Yes. It is our plan for each student to use the same Surface Pro computer during high school.

**8. Which Surface Pro computer will the student use?**

- Microsoft Surface Pro 3 or 4
- Battery Life: Up to 9 hours on average
- Weight: 1.7 lbs.
- Display: 12" HD Plus with Surface Pen Support

**9. Why are students not allowed to bring their own laptops or Surface Pros?**

- In order for this program to succeed, it requires specific hardware and software configurations on the students' computers. It would be impractical for the school to manage the variety of computers that the students might bring to school, and attempt to keep them up to date, and protected. In addition, the teacher would have a very difficult time instructing the student without uniform tools. The success of the program depends on hardware/software simplification and unification in order for the teachers and students to focus on their curricular objectives, instead of dealing with technical issues due to incompatibilities and variations.
- Bishop Fenwick Technology Department cannot support and repair a device that the school does not own. We can only install school owned software on a school device. We cannot ensure that other devices will support the features needed in the classroom.

**10. Can students in grades not receiving a school provided Surface Pro, bring their own device to school?**

- No. Students not receiving Surface Pros will have access to Fenwick technology carts and Smart Boards during school.

**11. How are the students going to save and backup their work?**

- The students will save their school related files on the Microsoft OneDrive. This cloud storage solution will be accessible from both school and home. A flash drive can also be utilized with these devices.

**12. Will the students have their own email account with Bishop Fenwick?**

- Yes. All students will have a school email account accessible from home and school.

**13. Are the Surface Pros going to be labeled?**

- Yes. The Surface Pros, Surface pens (stylus), keyboards, power/chargers, cases, and carrying cases have all been inventoried by serial number, barcoded and labeled with a unique number.

**14. Will the teachers be ready for this program?**

- Teachers used Surface Pro devices one year prior to the implementation of the program. In-depth training was provided prior to the beginning of the 2016-2017 school year. Teachers observed other schools that currently used technology in the classroom. Professional development in the field of technology was required prior to the start of the 2017-2018 school year. The training focus is on learning the technology and how to incorporate this into the learning curriculum.

**15. How much classroom usage do you anticipate in the first year?**

- Our goal is to incorporate the Surface Pro in every class on a daily basis. The usage will depend on the content area and the appropriateness of technology for the lesson being taught. It is expected that the frequency of use will vary according to the curriculum. As with any new adoption of technology, we anticipate that there will likely be some challenges in the initial use of this technology. However, we have spent over two years reviewing the best practices for the implementation and use of this technology in other schools and have attempted to eliminate or minimize known challenges.

**16. How are the students going to be trained in the use of the Surface Pros and associated software?**

- There will be a training session for all students who receive the device, prior to using the device in class. This session may be conducted before the start of the school year. Details will be communicated to students prior to the start of the school year. Additional in-depth training will be taught in the freshmen Mobile Computing class.

**17. What kind of security is the school providing?**

- Bishop Fenwick School provides extensive security at the network and local computer level. While at school, all internet access is filtered by content filtering that checks for inappropriate content. All Surface Pros will have antivirus software that will automatically update upon login into our network. In the classroom, classroom management software will allow the teacher to monitor students' tablets and control what the students can access.
- Students may not access inappropriate websites and/or content at BFHS or at home. Student's parents/guardians take full responsibility for monitoring usage outside of school hours (See Surface Pro Acceptable Use Policy for additional details).
- Locks will be installed on student lockers.

**18. Will Surface Pros in the classroom be distracting?**

- The teacher for each class will determine when students are allowed to use the device during class. In addition, software to control which programs can be run on the device during class can be used by the teacher as needed.

**19. Who needs to sign the acceptable use policy?**

- Every student at Bishop Fenwick School, along with their parents, must sign an Archdiocese of Cincinnati "Responsible Use of Technology" User Agreement/Parent Permission Form. The student is first expected to abide by that agreement, and to understand the consequences of inappropriate use of technology. In addition, each student and parent are required to sign a Surface Pro Acceptable Use Policy.

**20. What happens if my Surface Pro is lost or stolen?**

- Should a Surface Pro be damaged, lost, or stolen the student or parent/guardian should immediately notify the school administration. If a Surface Pro is stolen the student/guardian should file a police report as soon as possible. If the Surface Pro is lost, stolen, or totally damaged as a result of irresponsible behavior, the parent may be responsible for the full replacement cost. Details can be found in the Surface Pro Acceptable Use Policy.

**21. How long is the Surface Pro battery power?**

- Each Surface Pro's battery will normally provide all-day operation. Students are responsible for bringing their tablets and keyboards to school every morning fully charged. Students will not be able to charge during the school day, but may charge after class if needed. Additional details on Surface battery care can be found [here](#) or go to: <https://www.microsoft.com/surface/en-us/support/hardware-and-drivers/battery-and-power?os=windows-10> .

**22. Can the school provide adequate infrastructure to support this program?**

- Bishop Fenwick recently completed a network technology refresh in preparation for F.I.T. This refresh included new fiber cabling, network switches, and 40 wireless access points. The infrastructure will easily scale to meet the growing demands of the Surface Pro program.

**23. Are the students responsible for backing up their personal data?**

- Yes. The preference is for students to store their files on a provided Microsoft OneDrive cloud storage account. This will also allow the student to access files from other devices, such as a phone or home computer. In addition, a student can backup files to a flash drive if desired.

**24. How will the Windows Surface Pro connect to the wireless network?**

- The Surface Pro has built-in wireless networking. Each student will receive a login that enables them to connect the Surface Pro to Bishop Fenwick's network.

**25. Who will be applying various software patches and upgrades to the Surface Pros?**

- Bishop Fenwick technology department will apply automatic periodic software patches and upgrades to all Surface Pros while connected to the school's network.

**26. How can I get help connecting my tablet to my home wireless network?**

- Bishop Fenwick's technology department's involvement with helping families to connect their student's Surface Pro to their home network is limited. Since we do not know the configuration, security settings, router

settings, and other particulars of a student's home network, we cannot help. If a Surface Pro connects to the school's wireless network, but not at home, then the problem is related to the home's network setup and is beyond our control. In this case, your best source of support is your Internet Service Provider (ISP).

**27. What if my internet goes out at home and my son or daughter cannot access Microsoft OneDrive to get his assignment completed?**

- The Surface Pros will be setup with the OneDrive app, so that students have their files synched to the Surface Pro, as well as accessible from any device using OneDrive online.

**28. Is Bishop Fenwick going to replace textbooks with digital content?**

- This will be evaluated. However, moving to a digital environment will allow access to a much greater range of educational materials and experiences. Most major textbook publishers are transitioning to digital textbooks and materials.

**29. Can a student keep the Surface Pro over the summer?**

- No. The Surface Pro is Bishop Fenwick's school property and will need to be returned to school at the end of the year. During the summer, the devices will have the software refreshed and set up for the upcoming school year. It is expected that returning students will continue to be able to use Office365 and access their files stored on OneDrive during the summer from a personal or home device.

**30. How long has Bishop Fenwick been preparing for FIT?**

- A technology committee was formed in 2013 to create a roadmap for Bishop Fenwick's technology needs. The committee has spent numerous hours visiting local schools to understand how technology is leveraged in the classroom. In addition, the committee has met with technology vendors, conducted surveys, and received feedback from faculty, parents, and students to arrive at this program,

For additional questions, please email [FIT@fenwickfalcons.org](mailto:FIT@fenwickfalcons.org)