

An abstract graphic on the left side of the page depicts a globe composed of blue and grey segments, with several glowing blue spheres orbiting it. The background is a light grey gradient.

BYOT

[B r i n g Y o u r O w n T e c h n o l o g y]

to AISC

A GUIDE FOR LEARNING TEACHING AND PARENTING IN A 1-TO-1 BYOT PROGRAM

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OUR MISSION

TOGETHER

WE INSPIRE A LOVE OF LEARNING,
EMPOWERING ALL STUDENTS WITH THE

COURAGE,

CONFIDENCE,

CREATIVITY

AND

COMPASSION

TO MAKE THEIR UNIQUE CONTRIBUTION
IN A DIVERSE AND DYNAMIC WORLD.



Vision for an AISC Learner

Leaders

We show courage by taking action and inspiring others to serve and contribute positively to our interconnected world. Leaders develop a vision, plan appropriately, and work collaboratively to achieve results.

Collaborators

We develop a deeper understanding by listening carefully to others' perspectives and confidently articulating personal viewpoints in the pursuit of common goals.

Innovators

We approach uncertainty with confidence, designing novel solutions in the face of challenges or change. Innovators are creative, resourceful, open-minded and resilient, seeking new perspectives through inquiry, trial, error and feedback.

Explorers

We investigate new interests with curiosity, inquiring with purpose, and seeking deeper understanding and fulfillment through our independent pursuits.

Thinkers

We use critical and creative thinking skills to analyze and take responsible action on complex problems. We exercise initiative in making reasoned, ethical, data-informed decisions.

Ethical

We show responsibility for our choices and consider their effects on ourselves, others, and the environment. We act on our principles and ideals because we value the dignity of others.

Versatile

We adapt to changing circumstances, balancing our commitments and showing courage as we take on new challenges. We seek new opportunities for learning, growth, and renewal.

Empathetic

We appreciate our own cultures and personal histories while respecting the values and traditions of others, believing each person has equal intrinsic value. We are sensitive to the needs of others and show compassion by making positive contributions to our local and global communities and the environment.

Resilient

We demonstrate on-going commitment to our endeavors by learning from our successes and failures in the positive pursuit of our objectives, goals, aspirations, and dreams. We practice patience and persistence in all situations, especially when they are challenging or uncomfortable.

Reflective

We pause to think about our goals, learning, and growth in order to develop and sustain our creativity and lifelong learning. We review and examine our own ideas and experiences in relation to the world and consider our interdependence and impact on others.

Introduction

The American International School Chennai is delighted to welcome you to its Bring-Your-Own-Technology (BYOT) program. We have strategically chosen the word “technology” instead of “device” as we hope that students will continue to add to their technology toolkit for learning as they grow with the program.

At a minimum, all students in grades 3-12 will need one primary device that provides access to all of our core software services and provides a level of productivity appropriate for the section level. This book will help families choose that device and configure it for learning at AISC.



Bringing-Your-Own-Technology >

Why Bring-Your-Own-Technology?

Bring-Your-Own-Technology (BYOT) is a model of technology access where home and school collaborate to extend students' existing use of digital devices into school as learning tools. BYOT affords stakeholders

- Greater personalisation of teaching and learning to maximize the potential of each child.
- Blurring the home-school divide with use of technologies for learning both inside and outside the school.
- Respect, trust, and responsibility associated with personal ownership.
- Innovation through the use of multiple technologies with students and teachers choosing and using their preferred technologies.
- Use of market forces – and not IT experts – to keep personal technologies current.



Ensuring Success

School

To support student learning with BYOT it is helpful for the school to

See computer use as an extension of home use with clear classroom rules and guidelines.

Communicate effectively about student learning using a learning management system (LMS).

Provide adequate support and maintenance to ensure students are not without access to technology.

Conduct regular dialogue with parents about technology use at home and school.

Home

To support student learning with BYOT it is helpful for families to

See home use as an extension of school use while respecting household rules and guidelines.

Set and follow routines for charging, maintenance, and care of personal devices.

Follow-up with maintenance and repair to ensure child is not without access to technology at school.

Have regular dialogue with children about technology use at home and attend technology trainings.

What Kind of BYOT program do we have?

There are many different 1-1 models in use by thousands of schools worldwide. Some schools mandate a certain device or operating system and impose restrictions on downloading new programs or customizing the device. Other schools decide to have fewer restrictions and allow any type of device including mobile phones. The 1-1 program AISC has chosen represents a balance between these two approaches.

Device Considerations

All of the tools students need to take advantage of digital learning environments can be accessed through a browser, with free open-source software, or with free or inexpensive iPad apps. This reality is why we are able to support multiple operating systems and form factors. To ensure we can adequately support your child's learning with his or her technology, however, we must limit devices to Windows, Mac, or iOS operating systems. After this, the most important specifications to consider are performance and battery life.



BYOT Device Guidelines

Required Grade Levels

In the 2018-2019 school year, all students in grades 3-12 will be required to bring their own computing device to school that meets the specifications provided in this section.

What to buy?

Before purchasing a device for your child, please take note of the range of devices IT will support at school. Members of our teacher, parent, student, and IT groups have, by consensus, recommended devices that are fully compatible with the expectations and demands of AISC's teaching, learning, software and support services.

Approved Devices for Grades 3 - 5

Full-Feature Laptop



iPad + Keyboard

Ultrabook



Minimum Specifications

- Mac, Windows or iOS (English)
- 4 hours battery life
- 12" screen (10" for iPad only)
- 100 Gb storage (32 for iPad)
- 1.8 GHz processor
- 2Gb Ram for laptops
- Webcam Microphone
- English language OS available
- 802.11n Wifi

Approved Devices for MS - HS

Full-Feature Laptop



Ultrabook



Minimum Specifications

- Mac or Windows
- 4 hours battery life
- 12" screen
- 100 Gb storage
- 1.8 GHz processor
- 2Gb Ram for laptops
- Webcam and Microphone
- English language OS available
- 802.11n Wifi

Buyer's Guide

When considering what device to purchase for your child, the most important factors to consider are

- The ability to have the device serviced in Chennai.
- The validity of the warranty in India.
- The suitability of the device to support the work demands at AISC.
- The interoperability of the device with our classroom technology system.

Apple Devices

AISC has fostered strong service relationships with Apple and a large number of students use a Macbook model of some kind. Macbook Airs make up the majority of these. Though they are more expensive, there are numerous advantages to owning a Mac. In addition to the highly regarded - and free - Mac OS X operating system, all Macs ship with the Apple productivity suite, which includes Pages, Numbers, Keynote, and great software such as iMovie and Garage Band.



Windows Laptops - HP and Dell

The local vendors for HP and Dell have been reliable and timely with their service and honoring of international warranties for many but not all models. For this reason, we strongly recommend sticking with our recommended devices (see reverse) if you purchase a Windows-based laptop outside of India.



Buyer's Guide

Chromebooks

In general, the technical demands on hardware for most students is not high. Unless your class requires the use of high-end graphics, video, or sound production, such as in Graphic Arts, you can do everything required of you at school in a chrome browser. However, If this is your only computer, and you use a lot of local storage for images and videos, a Chromebook will not be right for you. In addition, only HP and Asus models of Chromebook are serviceable in Chennai and service has been very challenging.



iPads

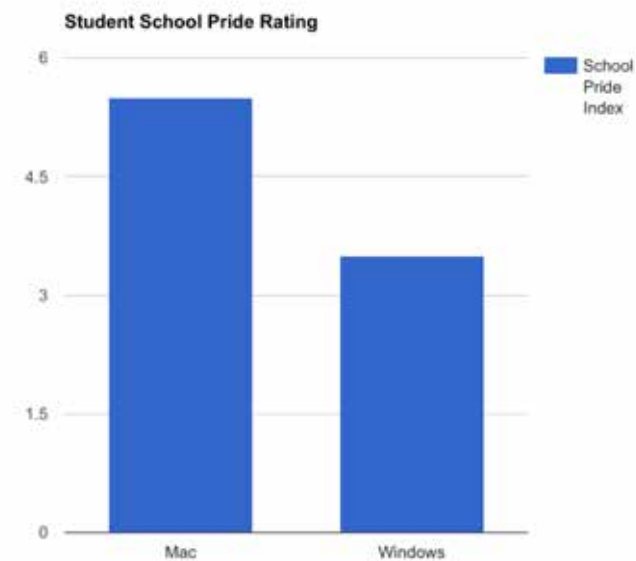
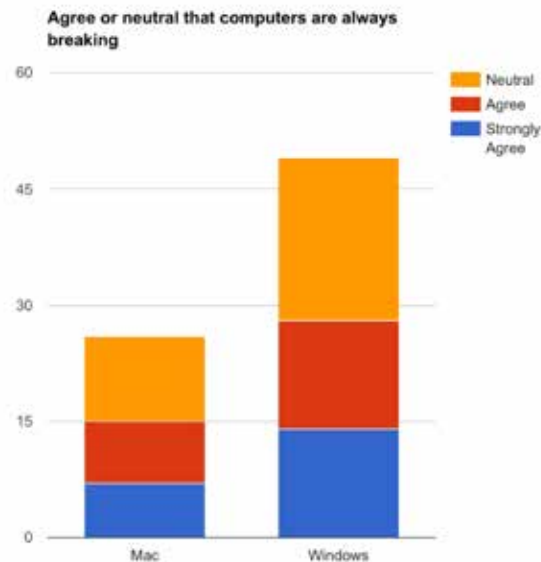
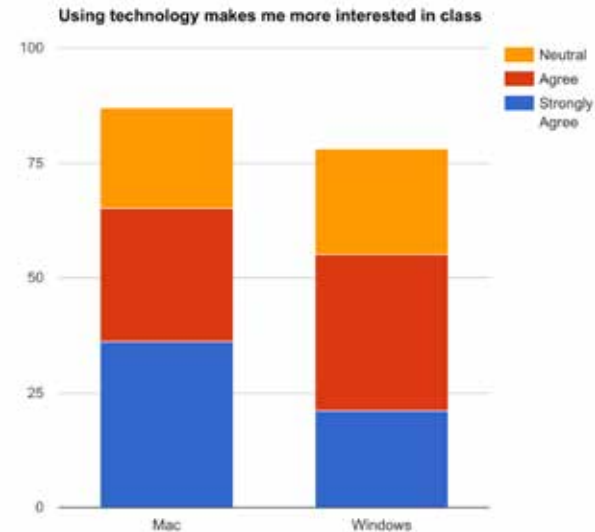
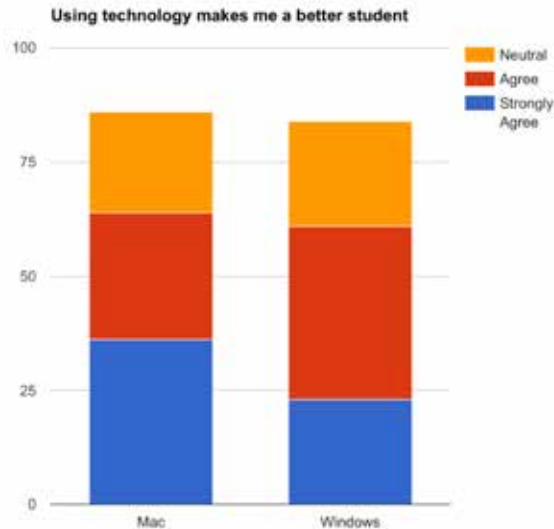
Though iPads are wonderful creativity and consumption tools, with access to apps that won't work on a laptop, they can be slower in some productivity applications. The absence of a physical keyboard and slower multi-tasking ability can make online research and document writing more challenging for all but the most experienced users. AISC is a Google Apps school, and some Google Apps are less user-friendly and have limited functionality on an iPad.



We recommend the iPad only for younger students in grades 3-4. Very few students in grades 5 bring iPads and they do NOT meet the requirements as a primary device in grades 6-12.







What do our students say about their devices?

Data collected through the International Research Collaborative (IRC) Project








Elementary School Buyer's Guide

Recommended Student Devices with configuration for ES Students

	MAC : OS and iOS			Windows : HP and Dell		
						
Model	Apple MacBook Air 13"	Apple MacBook Pro 13" Retina Display	Apple Ipad 9.7-inch	HP Pavilion x360 11"	HP envy13 13"	HP ProBook 440 G5 14"
Price (US)	Recommended G4-5	Recommended G3-5	Recommended G3-4	Recommended G3-5	Recommended G4-5	Recommended G5
Price (India) **	\$999 Apple Store*	\$1299 Apple Store*	\$329 Apple Store*		\$850	\$709
			Rs 27,000	Rs 43,000	Rs. 60 - 77,000	Rs. 65,500
Hard Drive Capacity	128GB flash	256GB Flash	32 GB Wifi Only	1 TB 5400 rpm	256 GB SSD	500 GB 7200 SATA
Processor	Dual-core i5 1.6GHz	Dual-core i5 2.7GHz	A9 X 64 Bit Chip	Intel Core i3 processor	Intel Core i7 processor	Intel Core i5 processor
Memory	8GB	8GB		4GB	8GB	4GB
DVD	No	No	No	No	No	no
Display Graphics	HD Graphics 6000	Intel Iris Plus Graphics 640	M8	Intel HD Graphics,	Intel HD Graphics,	Intel HD Graphics,
Audio	Inbuilt	Inbuilt	Inbuilt	Integrated audio	Integrated audio	Integrated audio
Wireless connectivity	802.11n a/b/g/n Wi-Fi	802.11n a/b/g/n Wi-Fi	802.11 a/b/g/n/ac	Intel 802.11 b/g/n	Intel 802.11 a/b/g/n	Intel 802.11 a/b/g/n/ac
Bluetooth	Yes	Yes	Yes	Yes	Yes	Yes
Ports	MagSafe 2 power port SDXC card slot Two USB 3 ports (up to 5 Gbps) Thunderbolt port (up to 20 Gbps) 1-pin audio	MagSafe 2 power port Two USB 3 ports (up to 10 Gbps) HDMI port Headphone port SDXC card slot Two Thunderbolt ports (up to 40 Gbps) 1-pin audio	Lightning	1 USB 3.0 2 USB 2.0 1 HDMI 1 AC power 1 Ethernet	3 USB 3.0; 1 HDMI; 1 -pin audio 1 AC power 1 Ethernet 1 VGA Expansion slots	1 USB 3.0 1 USB 2.01 1 USB C 1 HDMI 1-pin audio 1 AC power 1 Ethernet 1 VGA
WebCam	Yes	Yes	Yes	Yes	Yes	yes
Battery	up to 12 hours Built-in, 54-watt-hour lithium-polymer battery	up to 10 hours Built-in, 41.4-watt-hour lithium-polymer battery	Up to 10 hours Built-in, 27.3-watt hour lithium-polymer battery	Upto 4 hours 2 Cell	Upto 6 hours 3 Cell	Upto 5 hours 3 Cell
Warranty***	1 Year	1 Year		1 Year	1 Year	3 Year With ADP
Operating System	OS X Sierra	OS X Sierra	iOS 10	Windows 10 Home	Windows 10 Pro	Windows 10 Pro
Weight	1.35 KG (2.96 lbs)	0.92 KG (2.03 lbs)	437g (.96 lbs)	1.4 KG	1.3 KG	1.64 KG
Website	Apple Store	Apple Store	Apple Store	HP Store India	U.S. HP Store	U.S. HP Store
Other models from Apple and HP are also recommended; please clear them through an IT representative.						
* Includes Apple Education Discount						
** Model specifications may vary for the price in India						
*** If purchasing a warranty, you must purchase an interntional warranty to have the device serviced in India.						

Middle School & High School Buyer's Guide

Recommended Student Devices with configuration MS/HS

			Windows : HP and Dell		
Model					
	Apple MacBook Air 13"	Apple MacBook Pro Retina Display 13"	HP Pavilion x360 11"	HP envy13 13.3"	HP ProBook 440 G4 14"
	Recommended G6-12	Highly Recommended	Recommended G 6-8	Recommended	Highly Recommended
Price (US)	\$949 Apple Store*	\$1299 Apple Store*	\$450	\$899	\$709
Price (India) **	Rs 61,000	Rs 90,865	Rs 43,000	Rs. 60 - 77,000	Rs. 65,500
Hard Drive Capacity	128GB flash	128GB flash	500 GB 5400 rpm	256 GB SSD	500 GB 7200 SATA
Processor	Dual-core i5 1.6GHz	Dual-core i5 2.7GHz	Intel Pentium N3710 1.6ghz	Intel Core i5 processor	Intel Core i5 processor
Memory	8GB	8 GB	8GB	4GB	4GB
DVD	No	No	No	No	no
Display Graphics	HD Graphics 6000	Intel Iris Graphics 6100	Intel HD Graphics,	Intel HD Graphics,	Intel HD Graphics,
Audio	Inbuilt	Integrated audio	Integrated audio	Integrated audio	Integrated audio
Wireless connectivity	802.11n a/b/g/n Wi-Fi	802.11n a/b/g/n Wi-Fi	Intel 802.11 b/g/n	Intel 802.11 a/b/g/n	Intel 802.11 a/b/g/n/ac
Bluetooth	Yes	Yes	Yes	Yes	Yes
Ports	MagSafe 2 power port SDXC card slot Two USB 3 ports (up to 5 Gbps) Thunderbolt port (up to 20 Gbps) 1-pin audio	MagSafe 2 power port Two USB 3 ports (up to 5 Gbps) HDMI port Headphone port SDXC card slot Two Thunderbolt 2 ports	2 USB 3.0 1 USB 2.0 1 HDMI SD Card Reader	3 USB 3.0; 1 HDMI; 1 -pin audio 1 Ethernet 1 VGA Expansion slots	1 USB 3.0 1 USB 2.01 1 USB C 1 HDMI 1-pin audio 1 Ethernet 1 VGA
WebCam	Yes	Yes	Yes	Yes	yes
Battery	up to 12 hours Built-in, 54-watt-hour lithium-polymer battery	Up to 10 hours; built-in 74.9-watt-hour lithium-polymer battery	Upto 4 hours 2 Cell	Upto 6 hours 3 Cell	Upto 5 hours 3 Cell
Warranty***	1 Year	1 Year	1 Year	1 Year	3 Year With ADP
Operating System	OS X Sierra	OS X Sierra	Windows 10 Home	Windows 10 Pro	Windows 10 Pro
Weight	1.35 KG (2.96 lbs)	1.58KG	1.4 KG	1.3 KG	1.64 KG
Website	Apple Store	Apple Store	HP Store India	HP Store US	U.S. HP Store
Other models from Apple and HP are also recommended; please clear them through an IT representative.					
* Includes Apple Education Discount					
** Model specifications may vary for the price in India					
*** If purchasing a warranty, you must purchase an interntional warranty to have the device serviced in India.					

Where to Buy a Device

Devices can be purchased anywhere in the world. The school will facilitate the purchase or lease of a device if necessary. Purchasing a device in India provides the advantage of ensuring proper local warranty service. Prices here can be comparable but are often higher than in other asian countries due to import duties.

Warranty and Insurance

It is highly recommended to purchase an extended warranty for your device. Warranties bought in India are more likely to be honored reliably than warranties purchased in foreign countries. If purchasing a warranty in a foreign country, please see the list of recommended devices with International warranty coverage in India.

Our IT partner Tekflair can arrange for the issue of an insurance policy for a device if requested.

Must Have Accessories



iPad Keyboard (G3-5)



Earphones with Microphone



Protective Case



Backpack with laptop pouch

Configuring Your Technology >

Step 1

Connect to the Internet

At Home

To access the Internet on your device at home you can simply select your home Wifi network and enter the password for that network. To view available wireless networks on our recommended devices, look for the following icons..

At School

To access the Internet on your device at AISC we will need to add your device(s) to our list of trusted machines.

Primary student devices will be configured to access our Internet and MAP test software during the first week of school.

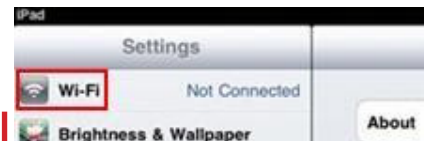
Windows | **Mac OS** | **iOS**



Windows



Mac OS



iPad

Step 2

Install Google Chrome

Even on your iPad!

Why Google Chrome?

- AISC is a Google Apps school
- Chrome is fast and stable
- Ability to add extra functionality (extensions)
- Auto updates (no need to install updates manually)

One More for Good Luck!

In addition to Chrome at least one other browser should be installed as a backup. Safari is already installed on Mac products. Firefox can be downloaded.



+



mozilla

Firefox®



Safari

Go to "www.aischennai.org/Downloads"
to download chrome for any device

Step 3

Skip to page 25 if you are configuring an iPad

Configure Chrome on Your Laptop

Signing in to Chrome

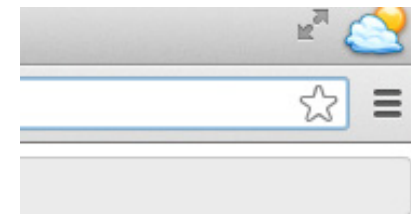
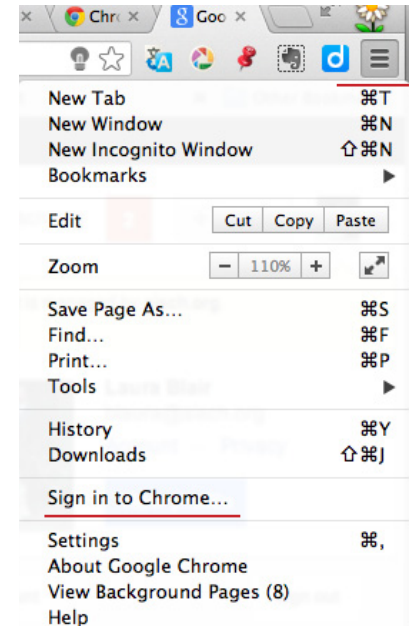
Signing in to Chrome syncs your bookmarks, history, and other browser settings to all of your devices. Anything you update on one device instantly updates everywhere else. Your Chrome stuff is secure in case anything happens to your computer. It's your web. Take it with you.

Multiple Accounts

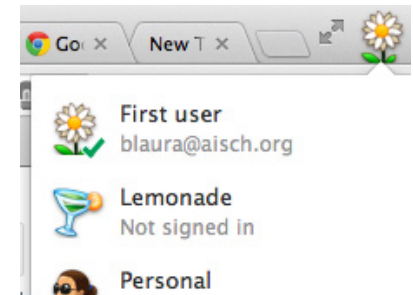
Another cool Chrome feature is that you can sign into multiple Google accounts. Use the icon in the upper right corner to switch between your accounts.

Chrome Apps

Download Apps on one computer and have them available on all devices that are logged-in to with Chrome. The Chrome Web Store has hundreds of free apps to help keep your stuff organized and increase productivity. Make sure to read about the must have apps and extensions in the following pages.



Not signed in to Chrome
(You're missing out—[sign in](#))



Step 4

Download Required Free Software

Go to “www.aischennai.org/Downloads” to install software

Windows

Google Chrome
Google Drive
Live Movie Maker
VLC Media Player
Quicktime
Fast Image Resizer
Audacity
Epson Easy MP
MAP Test Browser (Grades 3-10)
WRAP Test Browser (Grades 6-8)

Mac

Google Chrome
Google Drive
Fast Image resizer
Epson Easy MP
MAP Test Browser Grades (3-10)
WRAP Test Browser Grades (6-8)

iPad Apps Grades 3 - 5

Google Chrome
Quick Office
Google Drive
Google Docs
Google Slides
Google Sheets
Voice Recorder
Raz Kids
Book Creator
BrainPop
iMovie
Google Earth
Thinklink
Google Translate
iBooks
QR Reader
Find My iPad



<< Previous

Next >>

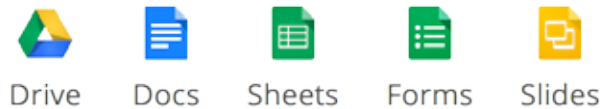
That's It!

You can now access all of the software tools and utilities you will need on a regular basis for learning.

But this is just a start. Read on to learn about some exciting browser-based apps and Chrome extensions that will unleash your creativity, productivity, and communication potential.

Essential Chrome Apps

In addition to Google Apps, there are many other offline and browser-based apps for all your creative needs. AISC has accounts with these services.



Edit and Collaborate on Movies



Spice up your presentations



Create cartoon animation



Infographics



Photoshop" images online for free



Create mind maps and charts



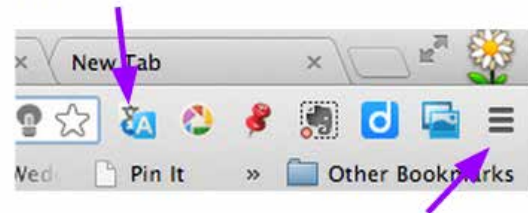
Chrome Extensions

Chrome extensions are Chrome tools that appear in the top right area of the browser. These tools do all kinds of handy things.

See below for a recommended list of Chrome extensions.

- Save to Drive
- Google Dictionary
- Google Translate
- iReader -ebook reader
- Onetab
- Screencastify
- Extensity
- Great Suspender

Google Translate



Settings

Configuring Firefox

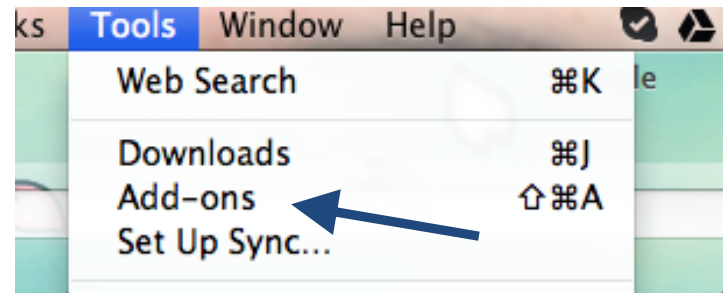


With Firefox you can easily install add-ons and themes to improve your browsing experience. From ad-blockers, and handy bookmarking tools to youtube video downloaders, you can customize your browsing tools for your needs. Here are some recommended extensions.

Adblock Plus
turn off the lights
Evernote web clipper



Go to addons.mozilla.org or Tools in the Firefox menu bar



Cloud Storage

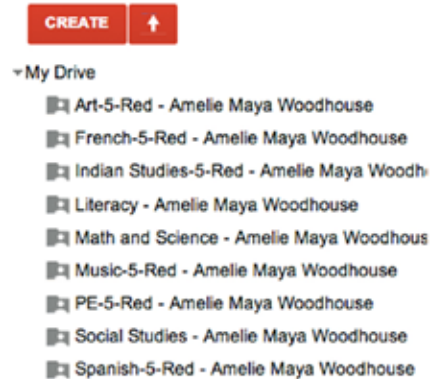
Save your data on the cloud and access it from any Internet connection.

Install Google Drive to ensure access to the free cloud storage provided by the school.



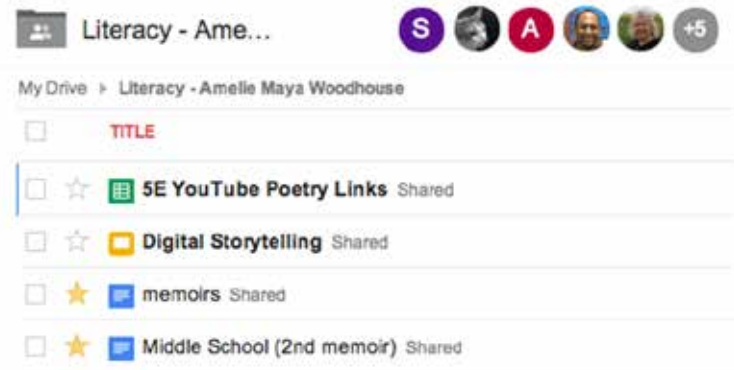
Google Drive

Go to “www.aischennai.org/Downloads” to install Google Drive on your Laptop or iPad.



All classes have Google folders that you will use to submit assignments through our Hapara Google Dashboard.

You can save any type of file in your Google Drive folders. Star the ones you are currently working on to find them quickly in your home document feed.



Printing

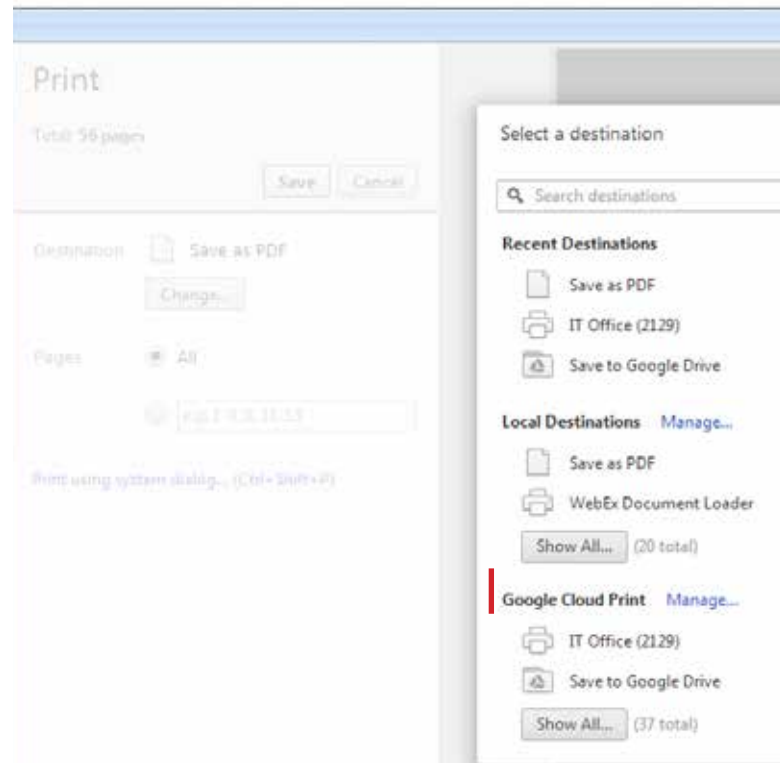


In the world of Google Cloud Print, you can print anything, from any device, to any cloud-connected printer.

When you print through Google Cloud Print, your file is securely sent to your printer over the web. Because it's the web, Google Cloud Print works whether you're in the same room as your printer, or on another continent. It also doesn't matter whether you're on a phone, a traditional desktop, or anything in between (like a tablet).

IT will configure each student to have access to the proper printers, there is no need to configure any printers except for your home printer if you have one.

After clicking Print in Google Chrome, look for the Destination tab and click Change. This will open a new dialog box where you will see printers shared with you under the Google Cloud Print heading.



Your BYOT Survival Guide >

Core Cloud Tools

AISC uses Google Apps for email, calendars, document creation, and much more. This free collaborative toolkit is used by students from early childhood on.



PowerSchool is our Online Learning Management system in the Middle and High School. This is where students will log in to check their assignments and review resources provided by the teacher.



Edmodo is our Learning Management and parent communication system in the Elementary School. Use the mobile app to keep up on all classroom announcements



PowerSchool holds student and family information such as contact information, grades, report cards and test scores.

Google Apps

Google Apps, now called G-Suite, provides students and teachers with a wide array of tools needed to communicate, create and collaborate.

G-Suite offers a set of core tools that most students use and these are integrated into the PowerSchool Learning LMS as well.

While all students have a school Google account, students in grades 5-12 will create most of their digital work in G-Suite tools.



Gmail - Email is still widely used by students as a school communication tool.



Docs - Create papers, spreadsheets and presentations using these tools.



YouTube - Upload, edit and share videos with the world.



Blogger - Write and publish for the world to see with this famous app.



All classroom and specialist teachers in EY-Grade 5 use Edmodo as their LMS. It is a virtual learning environment for managing communication of and for learning between teachers, students, and parents.

To login to Edmodo, go to aischennai.edmodo.com
Sign in using the **Sign in with Google** button.

PowerSchool

Sign in to American International School Chennai

On the login page, click login with your Google Apps account.

Your portal will give you a summary of activities.

The screenshot displays the PowerSchool portal for a user named Mr. Smith. The interface includes a navigation bar with 'Home', 'My Classes', and 'My ePortfolio'. The main content area features a 'Welcome, Mr. Smith' message, a 'My Classes' dropdown menu, a 'Calendar' for August 2016, and a 'Grade Summary' section. The 'My Classes' dropdown menu is open, showing a list of courses: English 101 (Eng 105), Freshman Foundations, Algebra, US History (HIST 1), Financial Literacy, and 2 classes not shown. The 'Calendar' shows the current date as Wednesday, August 3rd, 2016, at 2:30pm. The 'Grade Summary' section is partially visible at the bottom.

When you are logged-in access your courses in the upper right under My Courses.



PowerSchool is the Student Information System we use to manage all important information for grading, reporting, scheduling, attendance, health records, and transcripts. PowerSchool can be accessed from the quicklinks menu on our website. See what you have access to below.

Elementary Family Access	Middle School Family Access	High School Family Access
Student Information	Student Information	Student Information
MAP Scores	Map Scores	Progress Reports
Health Information	Gradebook	Gradebook
Report Cards	Attendance	Attendance
Attendance	Schedule	Schedule
	Health Information	Academic History
	Report Cards	Report Cards

Free Productivity Tools for Both Mac and PC

If you are looking to save a bit of money on productivity tools, here are some free options. Google Apps is of course our first recommendation; however, if the Internet is down it is always good to have a back-up.

Openoffice is a great solution and can be downloaded for free.



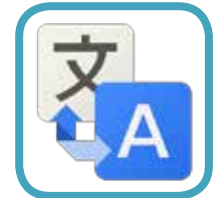
Free Productivity Apps for the iPad

Google Drive - create, edit and share Google docs and spreadsheets that are stored in the cloud.

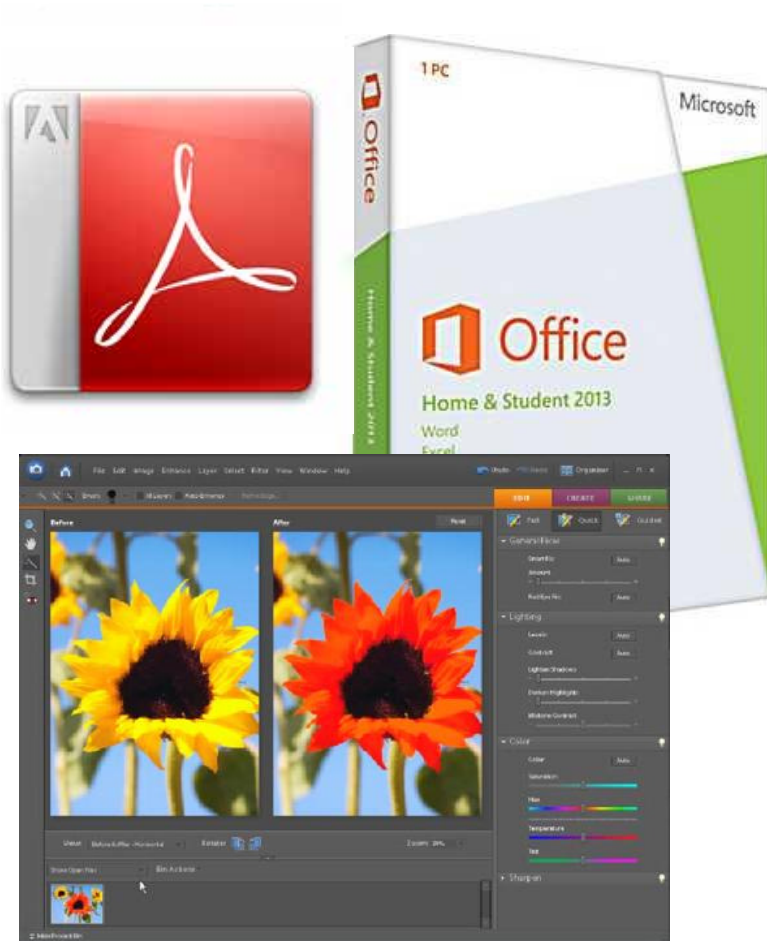


Evernote - Never forget anything. Take notes, save pictures and recordings in this great note taking app.

Google Translate - A must for any EAL student. Translate words in seconds.



Quick Office - which allows viewing, creating and editing documents, presentations and spreadsheets.



Additional Productivity Tools for Laptops We Recommend

If you feel the need to have Microsoft Office to remain productive, you will need to purchase and install it. We recommend the Home and Student version which can be purchased from the **Microsoft Store** for about \$100 US.

Additional optional tools to help with school work include **Adobe Acrobat Pro** \$119, **Photoshop Elements & Adobe Premier Elements** \$119. These software titles are **OPTIONAL**. There are several great free alternatives.

If you choose not to buy Microsoft Office, Google Apps and Openoffice are free.



Pre-Installed Productivity Tools for Mac

iLife which includes iMovie, iPhoto, Garageband, iTunes, and iCal comes on all Mac Laptops.

iWork is Mac's "Office Suite" and it is comparable in functionality. iWork consists of **Pages** for word processing, **Numbers** for creating spreadsheets and **Keynote** for creating presentations. These can all be downloaded from the iTunes store for \$20 each.

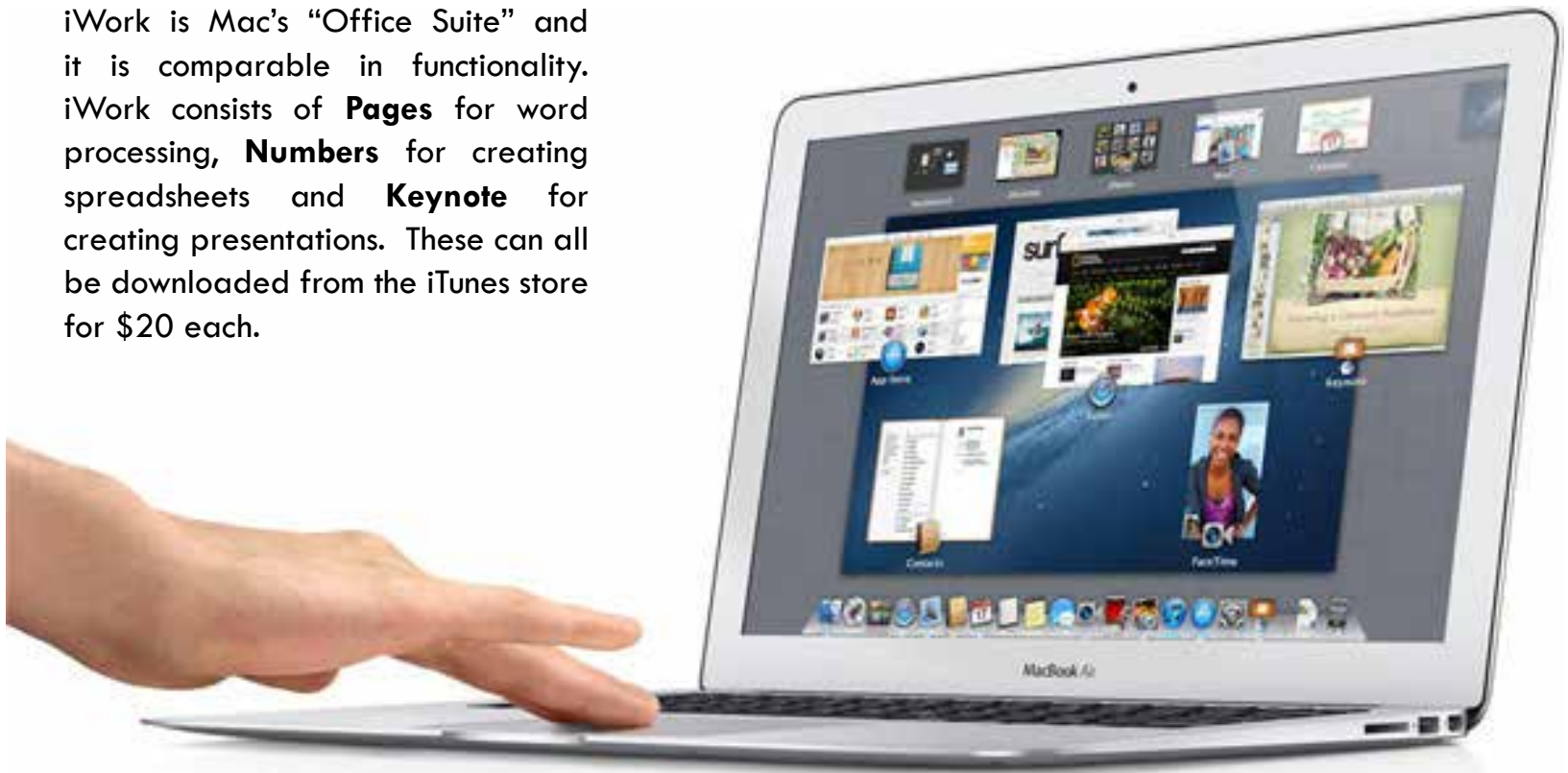




Image Editing Tools We Recommend

There are a wide variety of tools to help you edit images in addition to those that come pre-loaded on your laptop such as Paint or iPhoto. The list of free image editing apps keeps growing so here are some recommended tools. Click on the links to go to the download page.

PC and Mac Laptop Tools

Pixlr Online Image Editor (free)



Sumo Paint (free)



Gimp - (Free alternative to Adobe Photoshop for advanced users)



**Photoshop or Photoshop Elements
(this is a professional image editing
software program)**



Ipad

Adobe Photoshop Express (Free)



Snapseed Photo Editor (\$4.99)



Brushes Painting App (free)



**Paper 53 Sketchbook App (6.99
with tools)**



Art Studio for iPad (4.99)



Color Blast Lite (free)



Video and Sound Editing Tools

PC Laptops

- Movie Maker
- WeVideo (online)
- Jing (screen recorder)
- Audacity

Mac Laptops

- iMovie (included)
- Garageband (included)
- Quicktime (included)
- Jing (screen recorder)
- WeVideo (online)

iPads

iMovie
Explain Everything
Voice Recorder HD



Elementary School Optional Apps

The BYOT program is required in
Grades 3 - 5 and iPads are an option

Free iPad Apps

Toontastic

Evernote

Chatterpix

QR Reader

Puppet Pals

Dictionary

QuickVoice

Aurasma

Do Ink

Greenscreen

iMotion HD

Pic Collage

Khan Academy

Paper 53

Show Me How

Paid iPad Apps

Voice Recorder (\$1.99)

iMovie (\$4.99)

Explain Everything (\$2.99)

Book Creator (\$4.99)

Notability (\$1.99)



Installing and Managing Apps

Step 1

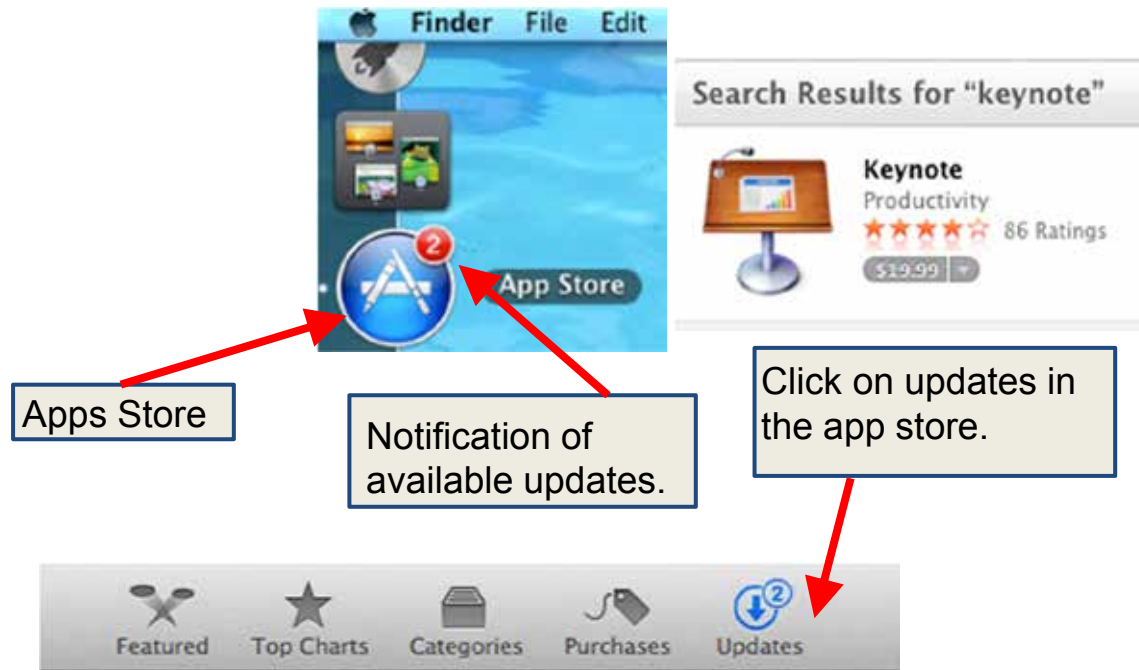
Locate the Apps Store on your toolbar. Search or browse by category and read reviews before downloading apps to your Mac.

Step 2

Click on the icon to purchase and install.

Step 3

You will be notified when updates are available. Update apps in the app store.



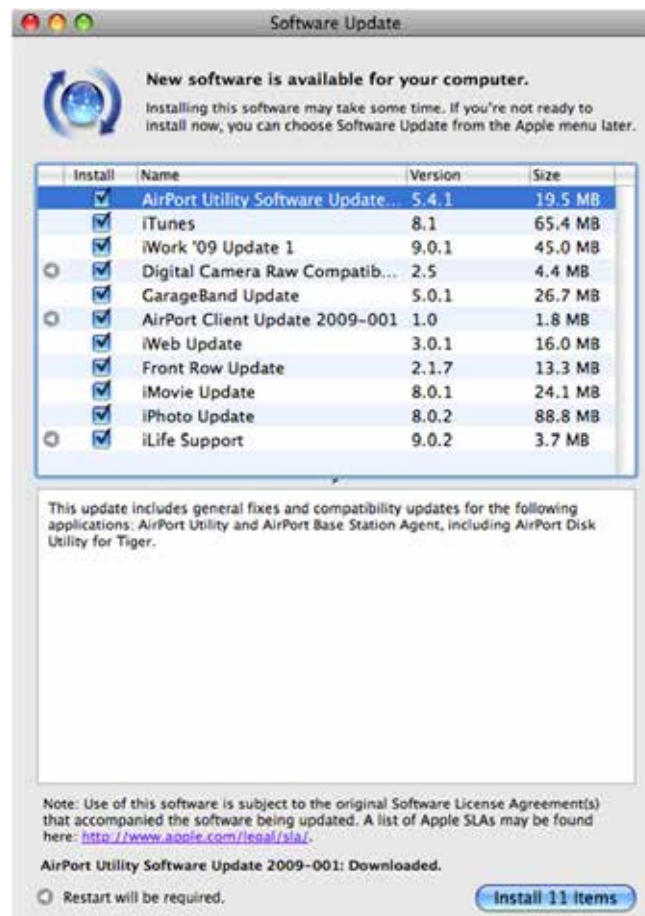
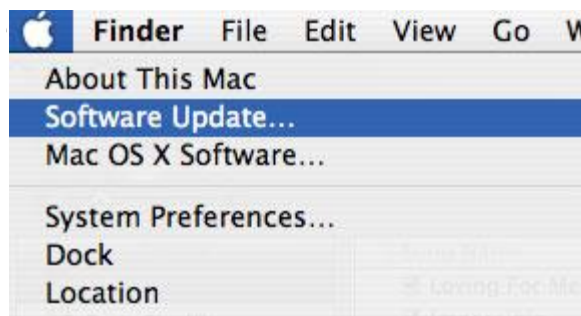
Maintaining Your Mac Laptop

Updating OS X

In addition to releasing new versions of the system software at regular intervals, Apple also releases a stream of free software updates to enrich your computing experience. Mac OS X automatically checks weekly for software updates provided you have an Internet connection.

When this window pops up, make sure to click on Install and all the updates will install automatically. The Mac OS X comes with antivirus software and installing updates will help maintain your device.

You can also manually check for updates by going to the apple icon in the upper left and selecting Software Update.



Maintaining Your iPad

Updating iPad Apps

Step 1: Tap on the “App Store” icon. The number shows how many updates are available.

Step 2: Tap on “Updates” at the bottom, and the list of apps which updates will be shown.

Step 3: Tap on the “Update All” button on the top right to update all the iPad apps in the list. Or tap on the “FREE” button under the required apps to update individually.

Note: If you are asked to login to your iTunes account, do it and you’ll get the permission to download the updates.

Updating Your iOS

Always make sure your iPad has the latest software. Apple engineers may find new ways to optimize battery performance. Update your iPad to the latest version of iOS over Wi-Fi or using iTunes. On your iPad, go to Settings > General > Software Update to check for the latest software.



Maintaining your Windows PC

Windows devices are more susceptible to malware (viruses, worms and trojans) than other operating systems. To keep your device safe it is highly recommended that you install one of the following antivirus software packages.



Microsoft Security Essentials - free



Adaware - free



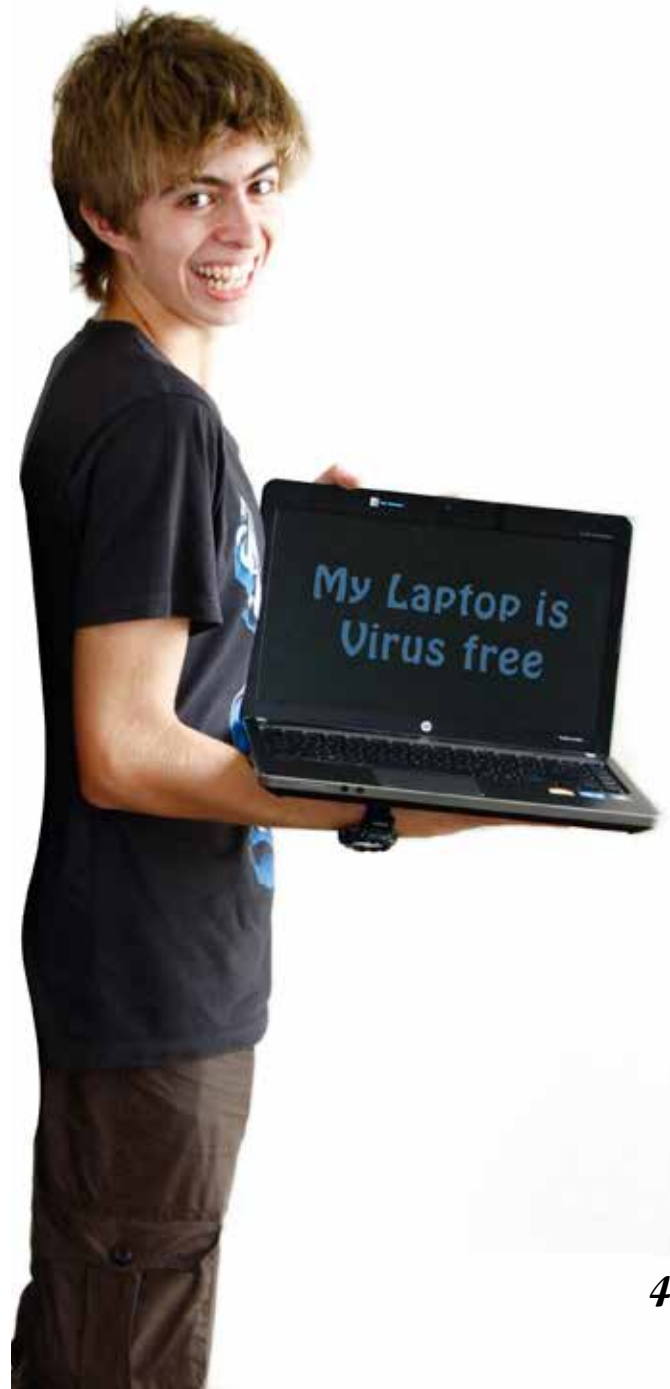
Norton

Norton



Kaspersky

Downloading and installing this software is only the first step. To keep your laptop safe you must regularly update your virus definitions, or set your software to do this automatically.



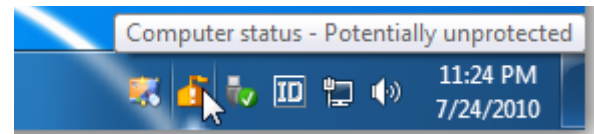
Windows Update



There's an easy, free way to help keep your PC safer and running smoothly. It's called Windows Update. All you have to do is turn it on, and you'll get the latest security and other important updates from Microsoft automatically.

Setting up **Windows Update** is simple: Just go to the Microsoft Update website. If you've already got automatic updating turned on, Windows Update in Control Panel will open and show your update status. If it's not yet turned on, you'll be guided through the steps to do so. After that, all the latest security and performance improvements will be installed on your PC quickly and reliably.

When you turn on automatic updating, most updates will download and install without you having to lift a finger. But sometimes Windows Update will need your input during an installation. In this case, you'll see an alert in the notification area at the far right of the taskbar—



be sure to click it. If you don't respond to a Windows Update alert, your PC might end up missing an important download.

We recommend that you use automatic updating—but if you choose not to, be sure to check for updates at least once a week.

Battery Maintenance

The rules of battery maintenance have changed with the demise of NiCad and NiMH technologies. Current research on today's omnipresent lithium-ion batteries shows that fully discharging a battery repeatedly will shorten your battery life. It is best to charge any device with a lithium-ion battery "early and often".

If a device needs to be stored for a month or more, it is also a good idea to store it in at least a 50% discharged state. This will keep the battery level from falling below its shut-down voltage, which can inhibit proper re-charging.

As a general rule, lithium-ion batteries charge and operate inefficiently when overheated. It is highly recommended to shut down devices before they get too hot and never store them in a closed case while they are running.



Get Support

Hardware Support

The AISC IT department will support and oversee the service of student and teacher-owned machines brought to school for its BYOT program. We have partnered with a provider called Tekflair that will cover the handling and repairs of all devices under warranty. Devices not under warranty will be repaired under highly competitive rates.

IT Personnel can be reached by email at itsupport@aischennai.org or by phone at 044-22549000.

Software Support

Integrators and IT support personnel will be available in the Collaboration and Information Center (CIC) in the Middle School Library. Students, teachers and parents can stop by this location any time for help resolving questions or issues around software to support teaching and learning.



Parenting the iGeneration >



Creating a Home Media Agreement

Concern about media consumption is as old as TV, but the rate at which this consumption is growing among youth is alarming.

Much of the concern about screen-time comes from data suggesting that kids are not getting enough physical activity. Other research shows that highly stimulating screen-time, such as games and TV, fatigues the brain when consumed in excess.

As a guideline, one hour of physical activity each day is recommended for a healthy mind and child. Kids should not spend more than 1-2 hours each day consuming entertainment media.

All families and children are different, therefore, it is important to consider your own values about media consumption and how to come to an agreement with each child before laying down any rules at home.

Consider how powerful it can be to come to an agreement with your child about how much TV or gaming is the right amount, and what the destructive impacts of addictive behavior might be.

Before drawing up an agreement, it is important to understand the difference between media consumption and “screen time”. Articles about the topic often fail to distinguish between TV watching, gaming, Internet research, writing a paper, or doing creative artwork on a digital device. In fact there is a profound difference between the more sedentary forms and the more academic forms.

To add to the confusion, research about the harmful effects of screen time are based on media consumption, which refers to watching videos on TV, mobile phones, or on the web.

When drafting a media agreement, as long as ample room is given for physical and social activities, it is best not to limit activities that promote learning, creative, or critical thinking processes whether digital or analog.

1. Set an Example

Kids’ media use patterns are heavily influenced by their parents’ media use.

2. Set clear limits

Kids with limits on digital media consumption are more likely to self-regulate and statistically do better in school.

Make sure you know what your kids are doing online and promote homework, hobbies, and productive communication first.

3. Get involved

Make sure you know what your kids are doing online and promote homework, hobbies, and productive communication first.

Parental Controls

What to do when all else fails.

For some families, maintaining a reliable parental presence can be difficult. Our lives are busy and we can't always be there when we're needed. And then there are situations where even with the best of intentions, our kids' curiosity gets the best of them. In these situations, a parental control software solution may be in order.

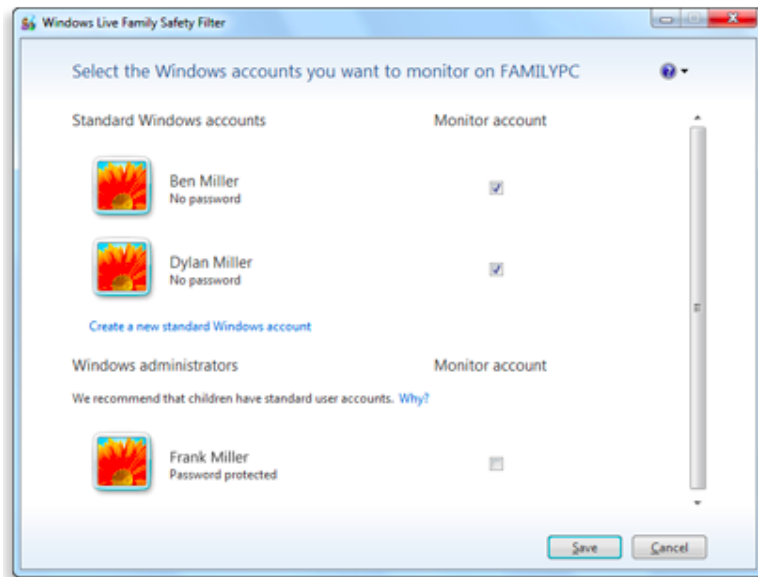
Parental control systems generally provide parents with the ability to monitor and limit access to certain websites or categories of websites, time spent on a computer, and the ability to install applications on a device.

Content filtering, as it is called, relies on software to determine the type of content a website may hold, and to block it if it does not match the criteria set up by the parent. For example, most content filters automatically block adult websites, however, some will additionally allow you to block banking, movie downloads, or social networks.

These services require the ability to set up different user accounts that allow the parent to act as the administrator and not be affected by the content filter.



Microsoft Windows Family Safety



Windows has its own parental control program that allows you to set time limits, and control which games and software programs kids can play. As with other systems it requires that you set up different user accounts on your computer.

To learn how to set up accounts on your Windows machine [read this](#) help file from Microsoft.



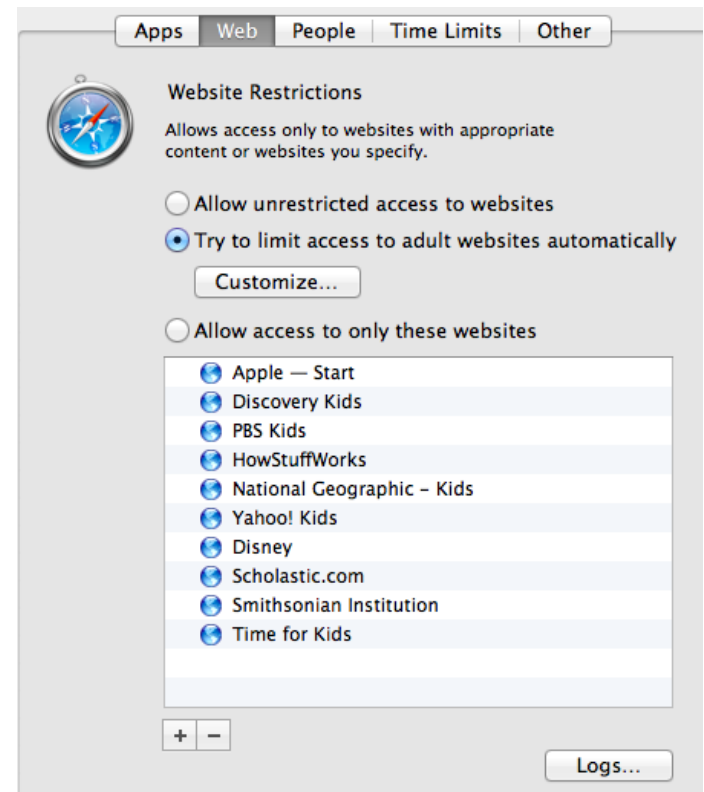
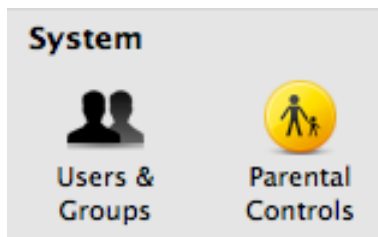
Parental Controls on Your Mac Laptop



Macintosh laptops also have built-in parental control settings that allow for a customized experience for children of all ages. As with Windows, you must first set up different user accounts on the laptop. The parent account will act as the administrator and the monitored account will be the child's account. Please see [this help article](#) for resources on how to set this up.



Once you have set up user accounts, you can determine the level of restrictions for each user. [This video](#) will help you understand what you can set up.



Parental Controls on Your iPad

Restrictions on an iPad gives you the ability to control apps, purchase from the store, and download specified items from iTunes.

For Internet filtering, you will have to use an app service called Mobicip to block websites. The **Mobicip** browser can be downloaded from the **app store** for free, but if you want to customize the content filtering you'll need to pay a yearly subscription fee of \$9.99.

Restrictions



Notes:

[illegible]



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