Manor Lakes P-12 College

Laptop Information Sheet Year Levels 7 to 12

Online Curriculum - Essential & Compulsory

To best prepare our students to be successful citizens in the 21st century, and to reduce the complexity and costs for our families, students in secondary year levels must have a personally owned device. Printed textbooks have been eliminated for all subjects at Years 7 to 10, and all subjects will have significant portions of the curriculum delivered digitally.

Software packages used by secondary students will include:

Software	Purpose
Compass	Timetable reports, learning tasks, announcements and notifications
Google Suite	Storing files, producing work. This replaces microsoft office and allows student work to be accessed from any online device
Gmail	Primary login for Google Suite (above) emailing with teachers
Google Sites	Website developed by teachers to reflect the learning programs, resources and assessment for each subject
Google Classroom	Used by teachers to individualise and differentiate learning with their own students and for students to submit work
Digital textbooks	For Year 7-10 this bundle means students do not need any hardcopy textbooks, and only one login from one publisher*
Edrolo, Mathletics, Stile	Additional learning resources and used by some subjects

*VCE subjects will still use a variety of publishers for textbooks, usually with a students choice

BYOD Specifications

"Bring Your Own Device" is the concept of families sending their child to school with a personally owned device, and the College provides the network infrastructure to connect to the internet and digital resources.

Students are responsible for safely and responsibly using and transporting their device. The school provides secure storage in the form of student lockers. Students are to use their lock and locker appropriately (not share their combination, etc). Maintenance of the device is the family's responsibility, including charging the battery of the device before each school day (do not rely on being able to charge the device at school).

For Years 7 to 12, laptops are preferred over tablets. Students who are currently resourced with a tablet may continue to use it, but when the time comes to replace it, families should aim to do so with a laptop.

As for all Victorian Department of Education and Training Schools, and as per our College policy, students cannot use a mobile phone as a device (or for any reason during the school day).

The make or model of the device is not important, and either a Windows PC laptop or Apple laptop are acceptable. Almost any modern laptop from a major retailer or specialist technology retailer will suffice. The software packages listed above are all accessed through a web browser and don't require significant system resources.

Minimum Specifications

Feature	Minimum Specification
Operating System	Windows 10 (PC) or 10 OSX (Apple)
Storage	128GB, Solid State Drive (SSD) preferred over a Hard Disc Drive (HHD)
Memory	4GB minimum, 8 preferred
Wifi	Dual band Wifi 6 (802.11ax) or Wifi 5 (802.11ac)

Please consider battery life, screen size and the physical weight of the device. These factors can be more critical when deciding which device to purchase.

Parents can purchase a device from their preferred supplier.

BYOD - Online purchasing through third party provider

The School has liaised with the following providers to simplify the process for parents to purchase devices. We believe the pricing to be competitive. There is no obligation for families to use this service.

1) JB HiFi - https://www.jbeducation.com.au/byod Code : manorlakes2022
2) LWT - https://manorlakesp12.orderportal.com.au/

If you are purchasing devices for 2022, the portals generally have new device models at the start of September.

Both providers have payment plan options provided by financial institutions. A credit check may be required.

The school has requested the providers to have at least a 3 year onsite warranty for the devices, this will ensure that faulty devices can be repaired at the school through authorised service providers within the warranty period.

Portal instructions and further details can be found in the attached documents.

Hardship Assistance

Families genuinely requiring assistance should contact the secondary administration building and request a Financial Scholarship application form. Requests will be considered by the Secondary Principal and School Council.

ICT Support

The College ICT Helpdesk is located in the Eyre building. Technicians are available to assist students with connecting their devices to the College network, along with setting up printing, configuring account logins and passwords, and general hardware and software troubleshooting.

To contact the ICT team, call 03 9741 4202 or email ICT@manorlakesp12.vic.edu.au