

Technology Update

Bloomington Public Schools

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HS/MS Information

Welcome Back!

Help for Edline, Kresa, GradeQuick and Email can be found on our school website. On the main page, click on “News and Information.” Then click on “Teacher Help Information.”

GradeQuick start guide is what you want if you have forgotten how to set up your classes for the year. Please familiarize yourself with the GradeQuick information we have provided you, as well as the GradeQuick help section in the program itself.

Acceptable Use Policies – All students must have a signed Acceptable Use Policy (AUP) form on file with the Technology Director before they can be allowed to use a computer. These forms were handed out in the first day packet and should also be given to new students when they enroll. These forms are filled out new each year. Those of you who teach classes that use computers from Day 2 need to help in this process if you want your students to be authorized to use computers as soon as possible.

The AUP Forms are available on the Internet in web page format and also Word and PDF format. They can be found in the Bdalecards website under Technology and then Acceptable Use Policies. For the students there is the policy itself, a summary of the policy, and the form that has to be signed and returned to the school according to the procedure below. On the second page of the student signature form there are four statements which need to be answered yes or no. A “yes” answer on **both** of the first two statements invalidates the form!! The third statement authorizes the use of the student’s picture on the Internet. The fourth statement allows the school to post the student’s work without infringing on the student’s copyright to that work.

AUP Procedure

1. All students will be given their login names and passwords the first few days of school. Accounts have all been inactivated.
2. Once signed, student forms should be returned according to individual building procedures.
3. Building offices will forward the forms to Mr. Tuinstra.
4. Student accounts will then be activated.
5. Students whose forms have not been turned in, should not be allowed to use a computer. Never let a student use a computer that you the teacher are logged in to.