

## **What is a Chromebook?**

A Chromebook is a “netbook,” i.e. a laptop without an optical drive such as a DVD player/writer that runs the Google Chrome OS (Operating System).

## **Do I get a case with my Chromebook?**

Freshmen/all new students will receive a case.  
For upperclassmen, the bruin Shop will have a limited number of hard covers available for purchase.

## **Why can't I use my own device?**

Padua is committed to providing the most seamless solution to provide the 1-to-1 initiative. Providing the same device provides the management and security that will provide the greatest benefit and success. By having the school provide the device, all families can benefit equally from this technology.

## **Do I own the Chromebook?**

As part of the college-preparatory academic need and vision for our school, some tuition funds were used to provide for this initiative. Approximately \$100 of tuition a year is allocated for the cost of this initiative. The devices are being leased by Padua and will be available at the end-of-lease buy-out cost to graduates. Additional cost for the program including infrastructure, hardware, and software were mostly purchased with government auxiliary funds.

## **Do I get to keep the Chromebook after I graduate?**

Yes. There is a Fair-Market-Value Buy-out cost at the end of use. The cost of a device after four-years of use will be \$1. This cost will be higher for devices only used for less than 4 years. (i.e. current sophomores, juniors, and seniors).

## **What happens if I lose or damage the Chromebook?**

Students and parents will be responsible for school-owned technology property that is issued to them, just as they are for other school-owned items such as text books. The school will repair or replace the device, but students and parents (without insurance) will be responsible for the cost of those repairs or replaced devices. The standard warranty on the device is one year for manufacturing defects only and does not cover normal use wear-and-tear.

## **What Operating System does a Chromebook run?**

Google's ChromeOS is a unique operating system that is very different from the standard executable-running Windows or Mac OS X. On ChromeOS, all applications (e.g. web browsing,

document editing, music, games or instant messaging) are run through the Google Chrome browser.

### **What is Google Apps and why is Padua using this platform?**

Google Apps is a set of document creation and editing tools similar to Microsoft Office but utilizing a web-based interface. This allows the student to access and edit documents and email from any device with an Internet connection and web browser. Files are stored in “the cloud” and are always available when logged into a Google Apps account.

### **How do I use Google Apps? Is it hard to learn?**

Google Apps is very similar to Microsoft Office and the school will provide training sessions for users who are interested. Many online videos and tutorials are available on YouTube and at <http://learn.googleapps.com/>

### **Will I be trained how to use the Chromebook and Google Apps?**

During the initial roll-out of the Chromebooks, all students will be trained on basic management, creation, and collaborative features of Google Apps. This will include the use of Gmail and the Google platform. Additional training sessions will be available after school for those seeking assistance and advanced instruction.

### **Will I use the same Chromebook for four years? Will it get outdated? What about software updates and maintenance?**

Chromebooks have very few moving parts in them and generate very little heat. Therefore it is not unrealistic for their life expectancy — as long as they are treated appropriately — to be 5 years or more. Additionally, the devices have powerful processors, adequate memory, and automatically update the latest software and security features without anything needing to be done by the student.

### **Will the Chromebook be used in every class?**

Teachers are encouraged to implement the use of the device within their curriculum. In general, students will be able to manage and create class notes using their device. Students are expected to bring Chromebooks to school every day and to take them home every night for recharging.

### **What if I forget to bring the Chromebook to school one day?**

The student may be issued a loaner based upon the availability of the devices or the situation. Failure to bring the Chromebook to school falls under the policy that the student is unprepared for class (similar to not bringing a textbook to school) and will be issued a detention. Loaner devices must be returned to the General Office by the end of the day of issuance.

### **What if my Chromebook isn't fully charged?**

Students are required to take the Chromebook home every day for charging, and to bring it back to school each day. When fully charged, the Chromebook battery life exceeds 8 hours. Since the student will not be using the Chromebook persistently throughout the day, and the device is designed to sleep when idle, the Chromebook should never be without charge during the school day.

If the Chromebook is not charging properly, the unit will need to be inspected by our staff technician to determine if the battery or charger are defective. Otherwise, an uncharged battery falls under the policy that the student is unprepared for class, similar to not bringing a textbook to school. A detention will be issued.

### **How do I carry it with so many other books?**

Always carry it in a protective soft sleeve on top of your books, being mindful that Chromebooks can be damaged by pressure from weight and drops. Chromebooks should never be transported while open as even gentle handling can damage the screen.

### **What accessories are permitted?**

Mouse, flash drive, headphones/earbuds (with teacher permission only in class), soft sleeves

### **What devices can be connected to a Chromebook?**

A Chromebook can connect to:

- USB storage devices, mice and keyboards
- SIM cards
- SD cards
- External monitors and projectors (via HDMI)
- Headphones, earbuds, microphones

### **May I print from my Chromebook?**

No. Students may print from computers available in the library or cafeteria. Digital online file sharing between staff and students is one of the great advantages of the Chromebooks and is an easy and efficient way to distribute and turn in assignments without printing. It also saves on paper, ink and toner use, thereby making ecological and financial sense.

### **I already have a Gmail account, can I use that?**

No. Personal Gmail accounts do not provide access to the full suite of Google Apps for Education apps and websites used by Padua. The Google Apps email address each student will be issued is managed by the school and tied to his/her Chromebook, your data, and the apps you can access. In addition, accessing personal email on school devices is a violation of Padua's Acceptable Usage Policy.

### **Is Google Apps replacing Microsoft Office Suite?**

Microsoft Office is always an option if it is installed on your home computer. The Padua library, café, and lab computers will continue to provide access to the Office Suite. Files can be easily transitioned between Microsoft Office and Google Apps. The format for a particular assignment will be dictated by the teacher.

### **I've heard that Google Apps is not safe – privacy concerns?**

Please review the Google Privacy Policy: <http://www.google.com/policies/privacy/>

### **Will I be able to access my work outside of Padua?**

The Chromebook's greatest value is as a cloud-based computing tool. This allows students to access their data that is stored in their Google account from anywhere that an Internet connection is available (ie. Home, Wi-Fi hotspots, public library...). By logging into their Google Apps for Education account, students can get access to their files from other types of devices such as tablets, smart phones and desktop computers almost anywhere.

### **How can I submit work or assignments via my Chromebook?**

Google Drive has features built into it that allow work to be “shared” between teachers and allow collaboration with classmates. Students can create documents, spreadsheets, drawings, photos, presentations and even videos. Each item can be “shared” with a teacher prior to its due date. The teacher can then see the work on his or her own computer to review it or grade it for the student.

### **How can you prevent student copying and/or plagiarism?**

The software allows us to ascertain if work is being copied between students.

### **Will different teachers have different classroom policies?**

By their nature, some disciplines are more readily aligned with the use of a technology based learning environment. Teachers have the ability to provide their own policies in the classroom, which may differ from others.

### **Will E-books replace our textbooks?**

Initially, the use of the Chromebook is meant as tool for creation, sharing, and collaboration. The use of E-Texts will be assessed as the program evolves. Current textbooks with e-versions will be able to be accessible in many cases.

### **How much storage does the Chromebook have?**

Students using Chromebooks will have 16 gigabytes (about 16,000 megabytes) of storage on the machine, plus another 30 gigabytes of online “cloud” storage that is attached to their email and accessible via the Google Drive application. This should be more than enough space for class work each year.

**Can I upgrade or modify the hardware or software of the Chromebook? Can I boot to a flash drive, SD card or other operating system?**

Modifications of hardware and software, including booting to an unsanctioned, unmanaged environment constitute violations of the Acceptable Usage Policy and may result in disciplinary action.

**Can I download apps?**

No. Student access to the web store is limited.

**I know a useful app or Chrome extension not currently installed on the Chromebook, may I use it?**

The addition of applications is managed by the Administration through the requests of the teacher or moderator.

**Can my Chromebook get a virus?**

No. The Linux-based operating system is optimized to run Chrome, and that’s it; PC executables (including viruses) cannot be installed or run on ChromeOS.

**Is my data safe if my Chromebook crashes?**

As a cloud-based computing device, no important data is stored on the device, eliminating lost data due to hardware faults.

**What happens if my Chromebook freezes/fails?**

Damaged or non-functioning devices should be turned in to Padua so the unit can be inspected and repaired. Padua technology staff members can repair many problems in-house, which may take a day or two. Other problems may require the devices being sent out for repair, which can take several days or perhaps longer.

Students whose Chromebooks are being repaired will need to complete a Request for Loaner form and will be issued a loaner until the repair is completed.

**What if my Chromebook is stolen?**

In order to receive another Chromebook due to theft, a Request for Loaner form must be completed, and the student’s parents must provide a copy of a filed police report.

### **What happens if somebody else breaks my Chromebook?**

Circumstances will be investigated on a case-by-case basis. School administration and local law enforcement may be involved if it is suspected to be an act of vandalism.

### **Do I keep the Chromebook over school breaks?**

Yes; this is in keeping with the same policy as textbooks.

### **Do I keep it over the summer?**

No. Chromebooks will be turned in at the end of the school year for maintenance and will be re-issued at the start of the school year to returning students. Devices issued to students who leave Padua (move, graduate, etc.) will be reformatted and re-issued as loaners or replacements to other students on an as-needed basis.

### **Will Padua's network handle 800 more devices?**

Padua's wireless network infrastructure is currently able to handle a much larger load than is being utilized. In addition, the wireless infrastructure is being upgraded to include additional 802.11n Wireless Access Points in every classroom. Each Access Point is rated for 60+ devices, with a typical classroom at full capacity utilizing 30-35 devices. Wireless ac WAPs are installed in large meeting areas rated for 300 + devices.

The core of Padua's wired network infrastructure consists of a Fiber Optic backbone running from all outlying areas, and managed layer 3 switches to a central core switch. The entire LAN runs at 1 GB, which is the maximum a Category 5e/6 cabled network can run without upgrading to hardware typically only run by Internet providers that must provide extremely high bandwidth.

### **Will Padua's Internet connection be able to handle the load and bandwidth demands?**

Padua's Internet connection has been upgraded to 100 MBs. This is the maximum offered by our Internet service provider and most, if not all, ISP's in the area. By way of comparison, Time Warner Cable's high end consumer offering Turbo runs at a maximum of 10-12 MBs.

### **Will Internet access be blocked and/or restricted?**

Yes. The 1-to-1 initiative is being provided by Padua to enhance the academic environment of the school. Any use of the Chromebook that would be considered inappropriate based on School mission, School policy or Diocesan and legal requirements will be sanctioned.

Students are responsible for keeping their device free from all inappropriate material or files that may compromise the integrity of Padua's network, equipment, of software.

Browsing histories cannot be deleted by the students. The school will also conduct random checks of student browsing histories.

Inappropriate web browsing is a violation of the Padua Acceptable Use Policy and may result in disciplinary action, including detention, suspension, or expulsion.

### **Can a legitimate website be unblocked? Can I suggest or request an app be added the Chromebook?**

Any requests to unblock legitimate sites or add apps will be processed by the Administration as presented by the Technical staff. Process for unblocking legitimate sites or requesting an app will include filling out an online form with the web address of the site or app name and reason for the request.

### **Can I work without an Internet connection?**

Chromebooks offer a limited ability to work on files offline, but requires some preparation prior to leaving home or school. USB ports and an SD card slot also offer additional storage to work offline from a flash drive or SD card, for example watching an instructional video off a flash drive while travelling on a bus.

### **What are the hardware specifications of the Chromebook?**

**Processor:** Intel Celeron 2955U (1.40GHz, dual core)

**Graphics:** Intel HD (Haswell) graphics

**Operating System:** Chrome OS

**Display:** 11.6 inches (1366x768), 16:9

**Storage:** 16 GB Solid State Drive

**Memory:** 2 GB DDR3 RAM

**Camera:** Front-facing webcam

**Sound:** Stereo speakers

**Communications:** Dual-band 802.11 a/b/g/n, Bluetooth 4.0

**Ports:** Full-size HDMI

USB 3.0, USB 2.0

SD card slot

3.5mm headphone/microphone jack

**Battery:** 36Wh, est. **8.5 hours of use**

**Weight:** 2.76 lbs

**Dimensions:** 0.75 inches thick

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