

## Technology device exchange

Student name: \_\_\_\_\_

Student ID: \_\_\_\_\_

### Return device

	Make	Model	Serial No	Returned? (Yes or No)	Condition (Good or Damaged)
Ipad					
Note:					

Received by *Technician* in charge: Name:

Signature:

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### Roll out device –Chromebook

	Make	Model	Serial No		Condition (Checked and working)
Chromebook					
Note:					

### Limited Expectation of Privacy

- The device will be subject to routine monitoring by teachers, administrators and/or technology staff at any time. Users should have no expectation of privacy when using Chromebook owned devices.
- The device contains technology that can be activated to track and recover the hardware.
- Parents have the right to investigate or review the contents of their child’s files and email files.
- Parents have the right to request the termination of their child’s individual account at any time.
- In addition, AUPP staff is advised that data and other materials in files maintained on or transmitted through the school’s electronic technologies may be subject to review, disclosure or discovery under the AUPP Policies.
- If technical difficulties arise with the device, or nonconforming content is discovered, the device will be restored by the technology department. If the technology department needs to restore the devices, AUPPHS is not responsible for any content added by the student such as apps, music, video, photo, documents etc.
- The use of the device during the school day is directed by the classroom teacher. Failure to follow the instructions of the teacher may result in disciplinary action.

Please verify the condition of the Chrome book and complete the fields below, indicating your acceptance.

Chromebook Received by( Print name): \_\_\_\_\_

Signature: \_\_\_\_\_

## Most frequently Questions and Answers

**1. Can students keep their ipad for the remaining of the school year if they want to? A student has already asked about this.**

We would like to hear the student's justification for keeping his iPad while also getting his new Chromebook.

**2. Are students required to take a Chromebook? I understand it will still be part of the Technology device fee regardless if they do or not.**

Yes, you're right; it is a part of technology fee. We suggest that students take their Chromebook, and in exchange of returned iPad if they have any.

**3. Does IT want to be in charge of the Sign in/Sign Out of devices of students?**

IT is in charge to manage students' Google accounts. Students can do Sign In and Sign Out on their devices. In case of any issue, IT team can support to resolve this Sign-In or Sign-Out problem if there is any. The sheet needs to be kept by IT team. We call it Check-in/Check-out.