

MEMO

From: SJB Technology Department

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To: New SJB families and students new to SJB's 1:1 program

Dear Parents/Guardians:

To support a technology-rich learning environment, all SJB students in grades 4 - 8 are required to come to school each day with a fully charged and functional Chromebook. The majority of your child's textbooks and educational resources are web-based. Many online educational apps also enhance and improve learning. At the teacher's discretion, students will have the ability to hand-in assignments via Google Classroom and they will have the opportunity to collaborate on assignments and projects electronically with classmates.

Because there are a variety of Chromebook devices available, SJB will provide minimum required specifications, but it will be up to the parents to purchase the device of their choice. Please take the specifications with you when shopping. **We recommend that you also purchase an accidental damage policy. SJB is not responsible for damage, the insurance policy, or repairs.**

Plan to have the Chromebook in hand by mid-August in order to be ready for a virtual bootcamp that must be completed by the student and at least one parent/guardian prior to the first day of school. Chromebooks are likely to have limited availability due to the pandemic because many of the components and the devices themselves are manufactured in China. It is recommended that you place your order as soon as possible to allow for potential delays in availability and shipment.

We have negotiated prices on Chromebooks through CTL, a company we have found to be reasonable and reliable. They also offer accidental damage insurance. CTL makes the repairs themselves, and they have been very quick to return the Chromebooks.

- Insurance.
 - In the past, some parents have purchased insurance, while others decided to skip the insurance, as it can sometimes cost almost as much as a new Chromebook. If you are purchasing for a student going into 4th grade, keep in mind that it MAY not last until the end of 8th grade.
 - Make sure you know all the details. How long is the insurance? What will it cover? Is there a deductible? How many times can you send it back under that warranty? Do you have to pay shipping? Does it cover accidental damage?
 - If you are purchasing through CTL, they handle their own insurance repairs and are usually pretty quick.

- If you choose to order your Chromebook through CTL, please use this link: <https://ctl.net/collections/st-john-the-beloved>
- If you choose to purchase on your own, please see the required specifications below:

Required Specifications:

- **Chromebook** with a camera and microphone.
- **4 GB of RAM** (minimum)
- **1080p screen resolution** (minimum)
- **Earbuds** (not headphones)
- **Mouse** (Can be wireless or standard USB mouse.)
- **Chromebook Case** (an order will be placed by the school) Estimated cost: \$26 to be collected through the electronic tuition payment system. The Bubble II is a sturdy protective case with a pocket for the required mouse (wired or usb) and earbuds. The mouse and earbuds must be in the Chromebook case everyday.
- **Google Chrome Management License.** If purchasing through CTL, it is automatically added to your order. If not ordering through CTL, you must purchase through the school at the cost of \$36 which will be collected through the electronic tuition payment system.

Additional Options to Consider:

- Chromebooks based on **Intel Core CPUs like the Core i3 and the Core i5** will allow for more able multitasking. The faster the processor, the happier your child will be in class when loading online textbooks.
- Rotatable, or dual, camera.
- Touch screen
- Tablet version
- Look for a USB port or two if you plan to connect a mouse or other peripheral with a wire.
- Larger screen size and/or higher screen resolution (**Minimum 1080p**. Beware of low cost devices-they often have lower resolution. Higher Resolution = Sharper Images)
- Extended warranty/insurance: If purchased through CTL the costs for the additional warranty coverage are listed below:

Parts and Labor ONLY:

1 year-	INCLUDED
2 years-	\$ 32.58
3 years-	\$ 43.82

Parts, Labor, and Accidental Damage

1 year-	\$ 33.70
2 years-	\$ 44.93
3 years-	\$ 77.53

The devices offered in the CTL SJB store are our recommended devices. You are free to order any other Chromebook that meets the required specs. However, we cannot advise you on those devices. Please take the specs with you when shop and have someone in the store verify that your choice meets the requirements. We cannot do that for you.

There are currently two Chromebook options available on the CTL SJB webpage:

1.) CTL Chromebook NL71T-360 (Clamshell model)

The CTL Chromebook NL71T is made for the rigors of tough environments. This unit has been drop tested to 70cm, protecting the unit from drops from average desk heights. The CTL Chromebook NL7T weighs only 2.8 pounds and includes a retractable carrying handle which helps you to easily and safely carry it. The NL71T features an 11.6" Corning® Gorilla® Glass, scratch-resistant, durable touch-screen, with 10-point multi-touch. With sturdy hinges, the NL7T can be rotated into tent-display or tablet mode and operated via the touch-screen. Two HD cameras on the unit allow for world-view recordings or video chatting views. This Chromebook also has a water-resistant keyboard and reinforced ports, hinges, power plug, and keyboard connector. With long battery life and USB-C charging, this unit can power all-day use and then some.

2.) CTL Chromebook NL71TW-360 (tablet model)

The CTL Chromebook NL71TW features Wacom® EMR pen technology, Intel's latest Quad-core processor, and Gigabit wireless. You can easily jot down notes, create one-of-a-kind designs, or operate the Chromebook with intuitive and accurate control using the included Wacom® EMR pen. The NL71TW features a sturdy 360-degree hinge, which allows the unit to be rotated from laptop mode to tent-display to tablet with smooth and stable performance. The 11.6" LCD Corning® Gorilla® Glass touch-screen is scratch-resistant, durable, and has a 10-point multi-touch. One HD and One FHD cameras on the unit allow for a world-view recording or video chatting view. The NL71TW features our drop-resistant design, water-resistant keyboard, and reinforced ports, hinges, and power plug. With long battery life and USB-C charging, this unit lasts from an entire day.

Families are not required to purchase from CTL. You may purchase the device anywhere.

Families in the SJB 1:1 grades 4-8 must purchase:

1. Chromebook with camera and microphone.
2. Sturdy Case (available through SJB, estimated cost \$26)
3. Google Chrome Management License (\$36 fee to be collected through the electronic tuition service if your Chromebook was NOT purchased from CTL.)
4. Earbuds
5. Mouse (USB or wireless)
6. We recommend the purchase of additional Accidental Damage Warranty, but it is *not required*.

IMPORTANT ENROLLMENT INFORMATION

Do not log in to your new Chromebook until you follow the enrollment procedure below. Follow the instructions below BEFORE you use the device.

Your Chromebook should be enrolled **prior to use and before coming to school**. This will enable the device to automatically pick up on the SJB Wifi. It will also automatically roll out the SJB Google administrative settings necessary to operate on the school network. If you do not do this step correctly, your device will have to be wiped and set up manually during the first week of school.

To enroll your new Chromebook:

1. Turn on the Chrome device and follow the on-screen instructions until you see the sign-in screen.
IMPORTANT- Do not sign in yet.
2. Choose the option to go to the enrollment screen. Press **Ctrl+Alt+E**.
3. Enter the username and password. User names begin with the SJB 2-digit graduation year of the student, then the student's first initial and last name followed by @sjbdel.org

User name example: 25jcoffield@sjbdel.org

Password: student1

**NOTE:* You may be asked to enter your password twice.