Dear Parents

Please note: There will be no computer information evening for boys entering Year 9 or 12 in 2013. Detailed information is contained within this letter and on the school website. Should you require further information, you can contact the Director of ICT on 9854 3600 or flavellr@trinity.vic.edu.au.

The purpose of this letter is to outline arrangements made by the School for the distribution of tablet computers for students entering Year 9 and 12 in 2013 whose machine is 3 or more years old. Further details including information about the buy-back offer and the tablet package selected for 2013 are available from the school website here: www.trinity.vic.edu.au/schoolpurchase

Since 1993, mobile computers have been an essential element in the education program at Trinity Grammar School for students from Year 5 to Year 12. Curriculum delivery via the School’s Intranet, research using the Internet and the day-to-day use of computer applications in a wide variety of subjects have become fundamental components of the School’s education program.

For this to work successfully within a school, it is important that the computer selected is suitable for the task, is convenient and portable in use, and most importantly, is adequately backed up by a rapid repair service in the event of an accident or problem.

Each year we survey the packages offered by a number of suppliers in order to provide the best possible alternative for our context.

The School Purchase Program

2013 is the third year or a four year transition to a new method of computer procurement. The School Purchase Program is being introduced to ensure a consistent computing environment in which students and staff can operate. This purchase program involves the School buying computers and then applying a computer levy on the school fees to cover costs. When your son reaches one of the transition year levels (Year 5, 7 or 10) he will be issued with a school purchased computer. Boys entering Year 9 in 2013 will be affected by this change in 2014 and Year 12s will not be affected at all.

How is the program structured for Year 9 or 12 students updating in 2013?

Boys entering Year 9 or 12 in 2013 with a machine 3 or more years old or with a non-standard machine (a machine purchased outside the school program) are asked to consider updating their son’s machine. Boys will use this machine until they either enter Year 10 (in 2014) or until they leave at the end of Year 12. Boys updating their machines in Year 9 will be making a purchase of a machine for only 1 year and as such the school will make an optional buy-back offer to parents as students enter Year 10 to compensate for the shortened tenure of that device. The buy-back offer is only for families transitioning to the school purchase program and as such is not available to boys entering Year 12 in 2013.

How much will the optional buy-back amount be?

In order to offset the cost to parents of the transition to the School Purchase Program, the School will offer an optional buy-back for Fujitsu Q702 tablet computers purchased through the
recommended school computer program which is less than 3 years of age. The buy-back amount will be at a rate of $906.00/year ($75.50/month) for the 2013 Fujitsu Q702.

In practical terms, this means that the school would make an offer of $1812 for a 1 year old machine (i.e. for Year 9s) deemed to have undergone “reasonable wear and tear” (see section below).

No buy-back will be offered for machines purchased outside the recommended school computer program after 10/11/2010. Machines purchased outside the recommended school computer program before 10/11/2010 which are affected by the transition to School Purchase may be offered a buy-back amount. Please contact Robert Flavell, Director of ICT to discuss this if you are in this situation.

For those purchasing machines outright, the buy-back amount will be credited to school fees. Machines which are leased will have the buy-back sum transferred directly to the financier. No money will be credited to fees, or transferred to the financier until the machine is received by the school and has passed an assessment of reasonable wear and tear (see below). The buy-back is optional: parents are not required to sell machines to the school if they have another use for them elsewhere.

A comprehensive fact sheet on the buyback offer is included as part of the attached materials and is available from: www.trinity.vic.edu.au/schoolpurchase

What constitutes “reasonable wear and tear”?

In order to claim the optional buy-back, computers and all accessories must be returned in a state which demonstrates “reasonable wear and tear” for their age:

Examples of what is considered normal wear and tear over the anticipated 1 year life of a machine:

- Slight discolouration of casing;
- Slight deterioration in screen resolution;
- Lightly soiled/worn keyboard, touchpad and mouse buttons;
- Small, superficial scuffs or chips on the casing;
- Loose or sticking keyboard keys;
- Bag in good condition without tears or damaged zippers;
- Working power adaptors (2); and
- A working battery.

Examples of what is not considered normal wear and tear:

- Damaged screens, including bruising;
- Damaged lid latches, hinges or other movable parts;
- Broken power adaptors;
- Machines which do not power on;
- Deep or unsightly cracks in the casing;
- Keys moved/swapped around or missing from the keyboard;
- Missing or damaged tablet pens;
- A dead battery;
- Bags with cuts, tears, broken zippers or graffiti;
- Attempted removal of, or deliberate damage to the serial number or product registration stickers; and
- Adhesive stickers, graffiti or intentional scratches and scuffs on the screen or casing.

Note: The information in this document is directed specifically to parents of boys entering Year 9 or 12 in 2013. Information is different for boys at other year levels. Individual circumstances may differ from this general information.
The cost of rectification or repairs to return the computer to an acceptable condition to claim the optional buy-back will be the responsibility of parents.

**The tablet computer chosen for 2013**

After careful consideration of the available options, the School (a committee of staff and students) has decided to continue our relationship with Computelec with the *Fujitsu STYLISTIC Q702 Tablet PC*. You will find the full specifications of the computer and details of the service and damage cover provided by Computelec in the accompanying materials. Some key elements to note about the Computelec package are:

- The *Fujitsu STYLISTIC Q702 Tablet PC* has a Solid State Drive (SSD) which are more reliable (SSD drives are not susceptible to knocks and vibration), faster, lighter and more power efficient than traditional hard disc drives. Experience of these solid state drives over the past 3 years has seen a 90% drop in drive failure and the huge inconvenience that causes.

- The machine is physically small and light, making it convenient to carry from class to class at School, and easy to fit inside a school bag when travelling to and from home.
  
  Slate: Approx. 850g
  
  Slate with keyboard dock: Approx. 1.7kg

- The computers have a balanced technical specification with an aim to achieve a mix of good performance and a long battery life.

- The computers come with a protective slip case and cover which incorporates an internal hard shell and foam padding to protect the machines when being carried.

- The machines including the battery*, AC adapters and carry bag carry a three year manufacturer’s warranty. *The original Fujitsu STYLISTIC Q702 battery will be replaced within 3 years of the initial purchase if the battery fails to retain a minimum 30 minutes operational charge as measured by a battery testing utility in Power Saving mode.

- The machines are covered against accidental damage or theft by Computelec’s ComShield cover and Total Loss Cover insurance from QBE.

- Repairs are carried out at School by Computelec technicians and are normally completed within 24 hours, often on the same day.

- The 2013 machines come with a second AC adapter (battery charger); one for home and one for school. As well as reducing what students are required to carry to and from school, this will also serve as a handy backup should one of the AC adapters be lost or fail.

**Why a tablet?**

Trials of both slate (no keyboard) and tablet (integrated keyboard) devices in 2006 saw a switch to tablet computers for staff in 2007 and staff and students in 2008. Tablets offer considerable flexibility to users in educational settings by providing a keyboard for quick text entry and a pen for note taking, diagram drawing, mathematical notation, artistic and design endeavours, etc. With this in mind, it made sense to broaden our use of this technology to our students.

2008 saw all classrooms at Trinity fitted with interactive whiteboards. The selection of a tablet computer augments this infrastructure upgrade and facilitates a more fluid integration and utilisation of these devices.

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**Software**
Each computer distributed to the boys comes with Microsoft Windows 8 operating system and the School software image pre-loaded. The cost of the software is not covered in the computer levy (aside from Windows operating system which is supplied with this device). The School applies an annual software levy of $120 for each computer, covering licensing of all software loaded on each computer and internet access. The licences for software on each computer are education licences which do not include manuals or discs. Software licences are valid for educational use only, and can be used only while students attend Trinity.

**Computer Support**
The School has a Technical Support Centre where technicians employed by the School attend to any software problems on student computers. Software problems are normally resolved within 24 hours and often less. Computelec is responsible for all hardware repairs for warranty, ComShield and total loss claims. Repairs for accidental damage or loss under ComShield/Total Loss Cover require the completion of a claim form and payment of an excess as detailed in the documentation.

Loan computers are offered when machines are dropped off for repair allowing boys to carry on working while repairs are carried out.

**Wireless Networking at Trinity**
Trinity students have enjoyed the benefits of a wireless network for ten years. The School’s wireless network currently operates on the 802.11n standard, and all machines distributed in 2013 will have an inbuilt 802.11 a/b/g/n wireless card which allows connection to the School network and to most domestic wireless routers (usually 802.11g or 802.11n standard).

**Purchasing from Computelec**
There are two purchasing options available if you decide to upgrade your son’s computer in 2013: The computer may be purchased outright or through a lease. The standard lease is for monthly payments over 36 months.

To make a purchase, go to this site: [www.computelec.com.au/ftlonline](http://www.computelec.com.au/ftlonline) and login with the following details. **In order to meet the delivery dates, orders must be submitted by the 11/1/2013.**

Username : TRINI35  
Password : t643

**Computer delivery**
Computers are delivered to boys on either the Thursday or Friday of the first week of school: the 7th or 8th February 2013. Some basic training is provided on the delivery day which is augmented with further training provided by the classroom teachers throughout the school year.

If you have any further questions about the School’s tablet computer program or the school purchase program, please consult the school website: [www.trinity.vic.edu.au/schoolpurchase](http://www.trinity.vic.edu.au/schoolpurchase) or alternately contact me at school on 9854 3600.

Robert Flavell  
Director of ICT  
November 2012

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