Notebook and Tablet Information

Some Important Notebook and Tablet Matters
I recently wrote to all students to remind them about a number of important notebook/tablet matters. The support of parents and guardians in re-iterating these points with students would be greatly appreciated. Ignoring these points is likely to cause inconvenience, loss of data, a notebook/tablet re-image or unnecessary cost.

Stickers - Students are not permitted to place any type of sticker on notebooks or tablets or their accessories.
If a student has adorned his notebook/tablet with any stickers, he should ensure they are properly removed (including the adhesive). If students are unsure how best to do this, they should see David Mayne in the Service Centre.

Missing keys - The Service Centre will always assist students who have accidentally caused a key to come off their keyboard. If the problem is attended to immediately, there is no charge even though this usually involves the College supplying replacement keys. We do this to help students avoid a costly repair bill. Once exposed, the delicate under key mechanism is easily damaged and then the whole keyboard has to be replaced ($125-$175 depending on the notebook/tablet model).
In some cases, it is clear that students have deliberately removed keys to re-arrange their notebook/tablet keyboard. Such mistreatment of a computer is a clear breach of the College Computer Use Policy and disciplinary consequences will follow. If there is evidence of deliberate key removal or a keyboard has been re-arranged, students will be charged the standard service fee ($35) to fix the keyboard layout and will be reported to their Head of House.

Travelling to and from school - While the notebook/tablet carry bag provides protection against impact and travel damage, need to ensure their/tablet properly into the carry bag to obtain the full benefit. The main body of the carry bag should be used only for the notebook or tablet. The pouch on the top or side of the carry bag is deliberately small and should only be used for the AC adaptor, AC lead and possibly a small mouse. When travelling to/from school, the carry bag should always remain inside the College backpack. If travelling public transport, the backpack should always be with the student - on his lap if sitting or between his legs if standing. If a student’s notebook or tablet sustains damage on public transport because it is not in his possession, it may not be covered by insurance.

Learning to be proficient with Windows 8 - This year, the tablets issued to students in Years 7, 8, 10 and 11 came equipped with Microsoft’s new Windows 8 operating system. Windows 8 provides significant improvements to the tablet experience and the usability of the touch and stylus features and so will be a major benefit to tablet users. However, as with anything new, mastery takes time and practice. So, we included a detailed OneNote based tutorial on how to use Windows 8 on these computers. To become proficient users of Windows 8, it is most important students work through the tutorial.

Benefits for Windows 7 users – The Fujitsu notebooks used by Year 9 and 12 students don’t have touch or stylus capabilities so it did not make sense to upgrade them to Windows 8. Nevertheless, we have spent considerable time improving the reliability and performance of Windows 7 on these computers. In particular, the removal of the Novell and Zenworks clients from these computers has made them simpler to use, faster and more reliable.

Don’t move a Fujitsu notebook or tablet while it is hibernating – It is vital that students do not move a Fujitsu notebook or tablet while it is hibernating or they risk ‘loosing’ their work. The hibernation process takes about twenty seconds and during this time Windows closes down the user profile and saves it to disk. Fujitsu notebooks and tablets use the older style mechanical disk drives which have a spinning platter. The computer is moved while data is being written to the platter, the information can be corrupted and students will then experience login issues and/or loss of files. The new Samsung tablets have solid state hard drives and so are not affected by this issue.

Finally, a few words about backing up. Almost every week, a notebook or tablet hard drive dies and a student loses everything on his computer. Some students keep their files backed up and while a failed hard drive may be an inconvenience, it’s not a disaster. Unfortunately, many students ignore this aspect of College Policy and don’t back up – instead, they hope it won’t happen to them. A student’s work is his time and effort – it’s too important to take risks with. If it was worth doing in the first place, it’s worth backing up. Students are expected to back up their current work to memory stick each night once they have completed their homework.

If you have any questions about these or other notebook or tablet matters, please contact David Mayne at the Service Centre.

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