

# **Pine-Richland School District: Frequently Asked Questions about Google Apps for Education**

## General

[What is Google Apps for Education?](#)

[What is a "closed campus"?](#)

[What can my student/child do with Google Apps?](#)

## Costs and Fees

[How much is Pine-Richland School District paying for this?](#)

## Computer Access

[What if I don't have a computer, how is my child going to get to use it?](#)

[Should I get my child their own computer?](#)

[How will my child access Pine-Richland School District Google Apps for Education?](#)

[Will my child be required to access Google Apps outside of the classroom?](#)

[My child already has a Gmail account, why can't they use that one?](#)

[Do these apps work on an iPad or other tablet?](#)

## Privacy and Parent Access

[How will Google keep my child's information safe?](#)

[Who has access to my child's account?](#)

[Can parents have an account?](#)

[Can I see what my child is doing on Google Apps? Will there be a Parent View account?](#)

[What assurances has Google given Pine-Richland School District that they will not collect data on my student?](#)

[Does Google sell school data to 3rd Parties?](#)

[Are there ads in Google Apps for Education?](#)

[Does my child retain copyright of their creations?](#)

## Google Apps in the Classroom

[What apps are available and how can I expect my child's teacher to use them?](#)

[Why Use Google Apps for Education?](#)

[Why is Google Apps for Education Important?](#)

[What is the value of Google Apps for Education?](#)

[What happens if a student misuses Google Apps for Education?](#)

## Parental Opt-out

## **General**

### **What is Google Apps for Education?**

Google Apps for Education (GAfE) is an integrated communication and collaboration solution, hosted by Google and managed by Pine-Richland School District. Google Apps will provide the ability for Pine-Richland School District students, faculty and staff to communicate, store files and collaborate on documents, spreadsheets, and presentations in real time from school, work, or home, all within a secure "closed campus" online environment.

### **What is a "closed campus"?**

Pine-Richland School District Google Apps is a "closed campus." A closed campus will not allow students to communicate and collaborate outside of the Pine-Richland School District Google Apps domain. Additionally, you will not be able to send messages to your student at his or her PRrams.org address from any account outside of the domain (including other consumer Gmail.com accounts), nor will they be able to email you.

### **What can my student/child do with Google Apps?**

Students will have easy access to their documents, spreadsheets, and presentations within Google Docs using their PRSD Google Apps account. In addition, students will have additional storage for other files they may need to use between home and school. As the use of Google Apps continues, there may be other features that are added within Google Apps for Education.

## **Costs and Fees**

### **How much is Pine-Richland School District paying for this?**

Google Apps for Education is free to Pine-Richland School District.

## **Computer Access**

### **What if I don't have a computer, how is my child going to get to use it?**

The use of Google Apps for Education is part of the instructional program and students will have many opportunities to work in their Pine-Richland School District Google Apps account during the school day. Because Google Apps for Education is safe and web based, it can be accessed from home, the public library, or other places where computers are available.

### **Should I get my child their own computer?**

The use of Google Apps for Education does not require students to have their own computer or any other personal device. That is an individual family decision.

### **How will my child access Pine-Richland School District Google Apps for Education?**

Students will be provided their User ID and password at school. Once the student has an active account, there are a variety of ways to log in:

- Go to <http://www.google.com> and log in using his or her full Google Apps mail address (username@PRrams.org) and password.
- Google Chrome is the recommended browser for Google Apps.

### **Will my child be required to access Google Apps outside of the classroom?**

The instructional use of Google Apps for Education is optional and at the discretion of the individual teacher. Since Google Apps is accessible from any device on the Internet, your child will have the opportunity to log in to his or her Google Apps account from outside of the classroom. This will allow students to access their information, work on their documents, and collaborate with other students and/or their teacher.

### **My child already has a Gmail account, why can't they use that one?**

The PRrams.org account is designed to work exclusively within our secured environment. In other words, your student will only be able to use this account for messaging within Pine-Richland School District Google Apps. It will not allow him or her to send or receive email outside of our "closed campus." You will not be able to email your student at his or her PRrams.org address, nor will he or she be able to email you.

### **Do these apps work on an iPad or other tablet?**

Yes. Google Apps documents may be edited using any device.

## **Privacy and Parent Access**

### **How will Google keep my child's information safe?**

Google has signed the Student Privacy pledge, which was introduced by the Future of Privacy Forum (FPF) and The Software & Information Industry Association (SIIA). This pledge is a reflection of Google's commitment to our students to safeguard student personal information in their services designed for use in an educational environment. Please refer to <https://studentprivacypledge.org/> for additional information.

### **Who has access to my child's account?**

The District's Acceptable Use of Internet, Computers, and Network Resources Policy provides students, staff, and other authorized individuals with access to the District's computers, electronic communication systems and network. The District reserves the right to access any District resource. The Google Apps Terms of Service Agreement ensures the District is the sole owner of the District's Google Apps for Education data. Please refer to Policy 815 (Acceptable Use of Internet, Computers and Network Resources) for additional information.

### **Can parents have an account?**

Currently only Pine-Richland School District employees and Pine-Richland School District students can access Pine-Richland School District Google Apps for Education.

### **Can I see what my child is doing on Google Apps? Will there be a Parent View account?**

No. There is not a Parent View account. Parents are encouraged to explore Google Apps with their children by logging in together. You will be able to have your student log in to his or her Pine-Richland School District Google account at home and show you what they are currently working on in class. In addition, you will be able to see what was "turned in" and commented on by the teacher.

## **What assurances has Google given Pine-Richland School District that they will not collect data on my student?**

Pine-Richland School District has a signed agreement with Google based on the terms of this agreement.

[http://www.google.com/apps/intl/en/terms/education\\_terms.html](http://www.google.com/apps/intl/en/terms/education_terms.html) (Please see Section 7.) Pine-Richland School District's Google Apps for Education is compliant with the Family Educational Rights and Privacy Act (FERPA) and Children's Online Privacy Protection Act (COPPA.)

## **Does Google sell school data to 3rd Parties?**

No. Google does not sell your Google Apps for Education data to third parties, and they do not share personal information placed in the systems with third parties. In a few exceptional circumstances described in the Google Apps for Education agreement and our Privacy Policy, information may be shared when required to do so by law.

## **Are there ads in Google Apps for Education?**

No. There are no ads in the suite of Google Apps for Education core services. Outside of the Google Apps for Education Core Services, additional Google services may show ads, as described in the Google Apps for Education Privacy Notice. For Apps for Education users in Primary/Secondary (K-12) schools, Google does not use any user personal information (or any information associated with a Google Account) to target ads.

## **Does my child retain copyright of their creations?**

The same copyright rules apply to content in Google Apps that would apply to any other creation, provided the student is the sole owner.

## **Google Apps in the Classroom**

### **What apps are available and how can I expect my child's teacher to use them?**

Google Apps for Education will provide students with secure and easy online access to documents, spreadsheets, presentation and communication tools that can be accessed easily from in or outside of school and enhance teacher and student collaboration in the classroom and beyond. Teachers can use Google Docs to facilitate group projects and use the history tool to see the level of participation of each student in a group. Teachers will be able to give feedback to students directly in documents shared with a teacher. Turning in assignments will be as easy as

sharing the file in Google Docs with the teacher, or by emailing the file to the teacher through the student's Google Apps account.

### **Why Use Google Apps for Education?**

The use of Google Apps for Education is another tool Pine-Richland School District provides to help students and teachers communicate, collaborate, apply critical thinking skills, and work creatively. Google Apps for Education provide students an additional opportunity to ask a teacher a question electronically, helping students learn to communicate in a real world environment.

### **Why is Google Apps for Education Important?**

Google Apps for Education is an opportunity to teach our students how to appropriately and successfully use technology. These digital citizenship and 21st century skills are important concepts that prepare our students for a society that is technology driven. Please refer to the following websites for additional information:

- <http://www.digitalcitizenship.net/>
- <http://www.p21.org/index.php/>

### **What is the value of Google Apps for Education?**

Classroom collaboration. Google Apps for Education provides our students and teachers with the ability to open and edit documents quickly without the distraction of outdated file attachments or software. This anytime, anywhere access to Google Apps for Education allows our users to be productive outside of the "typical" classroom setting. Because Google Apps for Education runs in a web browser, students can now work from any computer with Internet access at any time over many different types of operating platforms such as PC, Mac, and Linux. Files stored on the Google Apps for Education platform are always accessible and backed-up automatically online eliminating the excuse "my dog ate my homework." The smarter commenting and better feedback make Google Doc's intuitive commenting feature ideal for instructor and collaborator feedback. Google Apps for Education provides easy tools to engage our students anytime, anywhere, and on any device.

### **What happens if a student misuses Google Apps for Education?**

Pine-Richland School District has an [Acceptable Use of Technology Policy #815](#). The policy clearly outlines acceptable use, prohibited conduct, and possible consequences for failure to follow the policy.

## **Parental Opt-out**

***After reading this FAQ, I am not comfortable allowing my child access to a Google Apps for Education Account.***

Please Print and Return the following form to the office:

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I confirm that I have read and understand the following:

If you DO NOT want your student to access Google Apps for Education, please complete, sign, and return this form to your child's school. If, at any time during the school year, you would like to rescind your decision and change your permission, you must submit a request in writing to the school.

\_\_\_ I DO NOT want my student to be allowed access to Google Apps for Education.

Student Name:

(Print) \_\_\_\_\_

Grade: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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