The Personal Learning Device (PLD) Initiative

Briefing for Parents





The National Digital Literacy Programme and the PLD Initiative

An Overview

The National Digital Literacy Programme (NDLP)

 The NDLP was launched in March 2020 to help students strengthen their digital literacy and acquire digital skills needed to navigate an increasingly digitalised world.

2. Under the NDLP, every secondary school student will **own a school-prescribed Personal Learning Device (PLD)**. Students may use funds from their Edusave
Account to pay for the PLD.

Intended Outcomes of the PLD Initiative

The use of the PLD for teaching and learning aims to:



Support the Development of Digital Literacy



Support Self-Directed and Collaborative Learning



Enhance Teaching and Learning

Students' Experiences



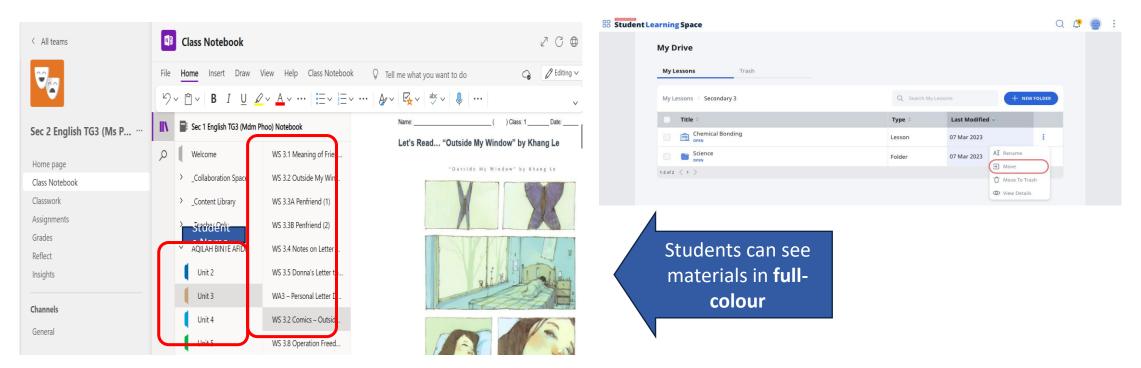
Learning with a PLD Queenstown Secondary School

Note: The information contained in this deck of slides is customised according to our school's context and the device selected.

How will your child/ward use the PLD?

At Queenstown Secondary School, your child/ward will be using the PLD for learning in and out of the classroom. Your child/ward will be using Microsoft Teams and the Student Learning Space to enhance their learning:

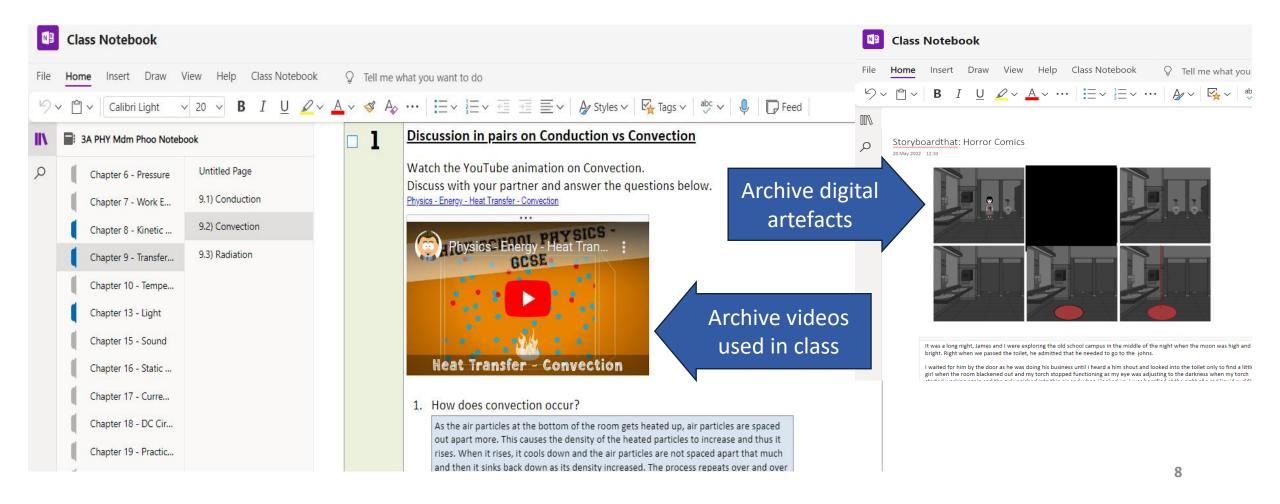
1. These platforms allow easy access of resources anytime, anywhere:



LEARNING WITH A PLD

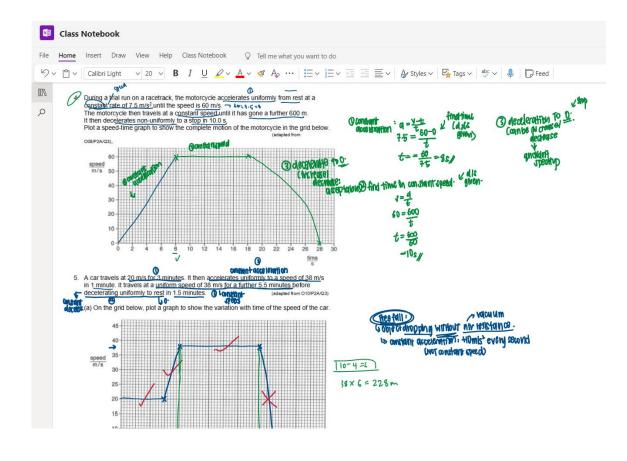
How will your child/ward use the PLD?

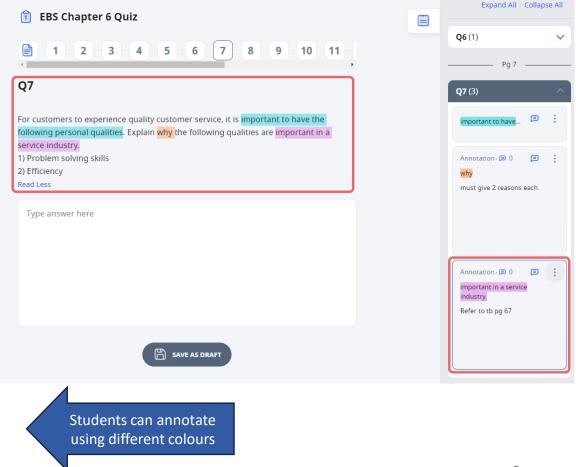
2. Allow archiving of resources within a Class Notebook, including multi-media materials.



How will your child/ward use the PLD?

3. Allow students to do note-taking and teachers to grade assignments.

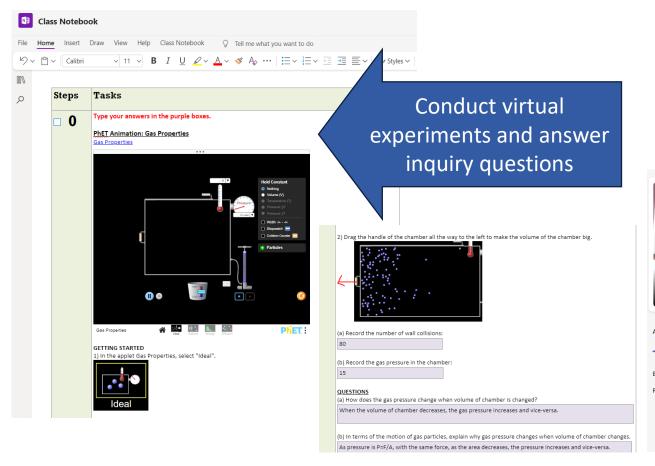


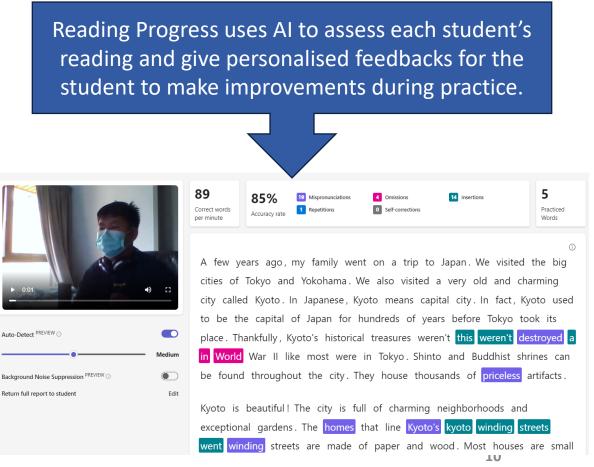


LEARNING WITH A PLD

How will your child/ward use the PLD?

4. Allow for interactive lessons to increase engagement in the classrooms.





How will your child/ward use the PLD?

Other digital tools that will be used in the classroom to aid learning:

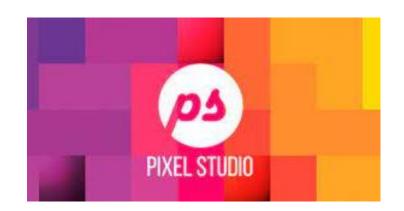


















Supporting Students in the Safe and Effective Use of the Devices

Cyber Wellness Concerns Identified by Local Studies/Surveys



Harmful Online Content





Gaming and associated risks



Excessive social media use

Supporting Students in the Safe and Effective Use of the Devices

The school has measures in place to enable a safer digital environment for learning with the use of PLDs, e.g.

- School rules on digital device use
- Classroom management and routines
- Cyber Wellness Education in CCE
- Partnering parents/guardians to support students in their use of technology for learning
- Device Management Application (DMA) to support a safer digital environment for learning

School Rules on Digital Device Use

Full details in Student Handbook Pg 46-50: Personal Learning Device (PLD) – User Guide and Advisory

- Students are expected to bring their PLDs to school daily.
- Every PLD should be **fully charged at home** before it is brought to school.
- Students should not use their PLD during lessons without a teacher's permission.
- Students must be responsible for the safe-keeping of their PLDs and not leave them unattended.
 During recess, PE or CCAs, they should store their PLDs in their assigned lockers.

Cyber Wellness Education in CCE

Educating students on Cyber Wellness

MOE has made significant changes to the Character and Citizenship Education (CCE) curriculum. Cyber Wellness lessons will feature significantly in these lessons.

The broad topics covered in Cyber Wellness are:

- Cyber Use
- Cyber Identity
- Cyber Relationships
- Cyber Citizenship
- Cyber Ethics

Cyber Wellness Programmes

Through various Cyber Wellness programmes in Queenstown Secondary School, students will learn to be respectful, safe, and responsible users of technology:

- Cyber Wellness Week for students to advocate about cyber wellness
- Class discussions on cyber wellness issues during CCE lessons
- A series of Assembly Programmes to share cyber wellness tips
- Peer Support Culture to promote a positive online presence.





Parents'/Guardians' Role

- We would like to partner parents/guardians so that students are well supported in their use of technology for learning.
- As parents/guardians, you can help in the following ways:
 - Model good digital habits for your child/ward e.g. parents/guardians not using devices during family meals.
 - Know your child/ward well, and have conversations with your child/ward about safe and responsible use of technology.
 - Discuss and come up with ground rules for internet/device usage that both your child/ward and you can agree with.
 - Encourage your child/ward to use productivity tools using his/her PLD, to organise information and simplify tasks for efficiency.

Role of the DMA in Providing a Safer Digital Environment for Learning

DMA Installation

- The Windows Device Management Application (DMA) solution, Blocksi, will be installed on all students' devices to provide a safe learning experience for students. The DMA will be funded by MOE.
- DMA will be installed after the collection of the device. Students will be guided on the installation.
- The installation of DMA applies to both devices purchased through the school and any student-owned devices that parents/guardians opt for the student to use in lieu of the school-prescribed PLD.
- The DMA will be uninstalled from the device when students graduate or leave the school.

In-School DMA Settings (Default)

Schools will determine DMA settings for **in-school use**. As a default, these settings will continue to be in place after school as well:

- MOE and the school will set the level of web content filtering, including filtering objectionable content or content that may not be conducive to teaching and learning (e.g. social media, pornography, gambling, or websites containing extremist content).
- Students will be able to use the device from 630 a.m. to 11 p.m. daily
- The school will determine the applications and programs to be installed to support teaching and learning.

After-School DMA Parent Options

- 1. After-School DMA Parent Options provide parents with the flexibility in managing your child's/ward's use of PLD after school hours.
- 2. The following tables outline the different levels of restrictions, controls, and monitoring for each After-School DMA Parent Option.

| Default | Option A | Option B |
|--|--|--|
| In-school DMA settings will continue after school hours | DMA settings can be modified by Parents/Guardians after school hours | DMA will be inactive* after school hours |
| For parents/guardians who want their child's/ward's use of the device to be restricted only to teaching and learning, and prefer to leave it to the school to decide on DMA settings after school hours. | For parents/guardians who prefer to take charge of the level of restrictions for their child's/ward's use of the device after school hours regulated by the DMA. | For parents/guardians who do not want their child's/ward's use of the device after school hours to be regulated by the DMA at all. |

^{*}No data will be collected after school hours when the DMA is inactive.

- Having default school settings continue after school hours is the best option for parents/guardians who prefer not to, or do not feel ready
 to manage their child's/ward's device use on their own.
- Parents/guardians can request to change their choice of DMA settings, which is the existing practice.

After-School DMA Parent Options

| | Default Setting (This will apply if no Alternative Setting is chosen) | Alternative Setting: Option A (DMA settings can be modified from the Default settings in place) | Alternative Setting: Option B (DMA will be inactive only after school hours) |
|---|---|---|--|
| Protecting students from objectionable content | MOE/school sets level of web content filtering | Parents/Guardians can apply additional content filtering | No content filtering |
| Reduce distractions from learning through control of applications | Parents/Guardians and students are <u>unable</u> to install additional applications | Parents/Guardians and/or students can install additional applications after school hours, but these applications are disabled during school hours | |
| Limit screen time | School sets hours during which students are able to use the device online | Parents/Guardians can modify the amount of screen time* | No control over screen time |

^{*}Screen time limits set by the school will override parents'/guardians' settings during school hours.

After-School DMA Parent Options

| | Default Setting (This will apply if no Alternative Setting is chosen) | Alternative Setting: Option A (DMA settings can be modified from the Default settings in place) | Alternative Setting: Option B (DMA will be inactive only after school hours) |
|------------------------------------|---|---|--|
| Parent/guardian account | Provided to allow monitoring of PLD activities after school hours | | Not provided |
| Monitor students' cyber activities | Parents/Guardians can track their child's/ward's browser history after school hours | | Parents/Guardians will <u>not</u> be able to monitor or control their child's/ward's use of the device through the DMA after school hours No data* will be collected during use of PLD after school hours |

^{*}Parents/Guardians and students on Option B will need to use non-Chrome browsers to avoid web browsing history tracking and web content filtering.

Support for Parents/Guardians

Parents/guardians may wish to consider the following questions to decide the After-School DMA Parent Option that best suits your child/ward.



A. Child's/ward's current device usage habits

- How much time does my child/ward spend on their device?
- How well is my child/ward able to regulate their device usage on their own?
- Does my child/ward get easily distracted while doing online learning?



B. Parents'/Guardians' involvement

- How confident and familiar am I with managing my child's/ward's cyber wellness?
- Are there existing routines and open conversations on the use of the Internet at home?
- Am I aware of how to prevent different types of cyber threats that my child/ward might face?

Supporting Resources

Parents/guardians play a crucial role in guiding your child/ward to use devices responsibly and safely. DMA complements your efforts in supporting your child/ward as they navigate the digital space. Here are some resources that you can refer to:

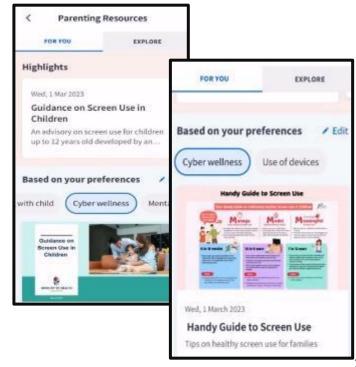
A. Parent Kit



B. Bite-size tips and advice via Parentingwith.MOEsg Instagram



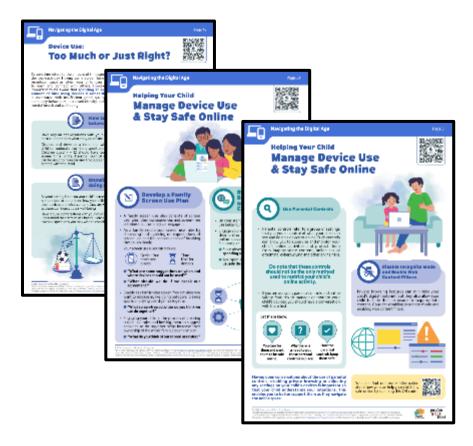
C. Resources from MOE and other agencies (available on resources repository in Parents Gateway)



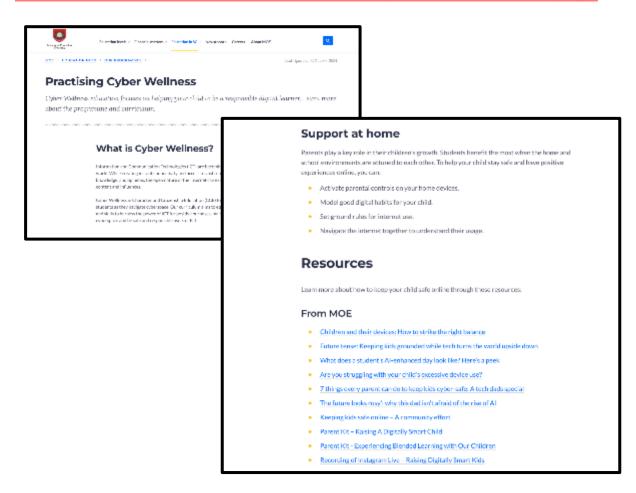
Supporting Resources

D. Parenting for Wellness Toolbox for Parents

The following extracted quick tips and strategies have been shared to you via Parents Gateway. Click on the pink header to download the full suite of resources of the Toolbox.



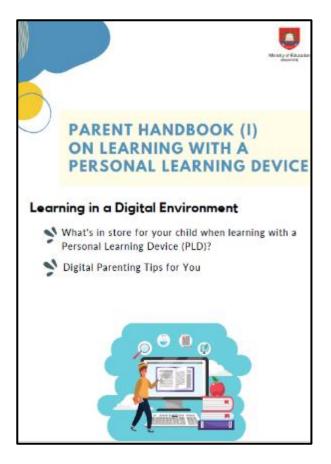
E. More resources are available via MOE Cyber Wellness Webpage

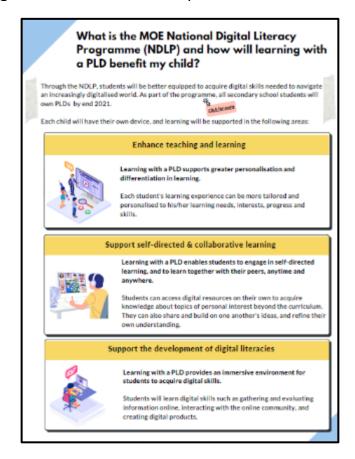


Supporting Resources

F. Parent Handbooks (I) and (II) on Learning with a Personal Learning Device

These Handbooks provide tips on supporting your child in the use of PLDs for learning and are shared via the PG notification together with the letter to purchase PLDs.





Data Collected by the DMA

- 1. The DMA does **NOT** collect any of the following data:
 - Login IDs and passwords entered into websites or into any applications
 - Actions performed (e.g. posts, online comments, items added to a shopping cart, etc.)
 when visiting websites and using apps
 - Documents and photos stored in the PLDs
 - PLD location
 - Webcam videos and microphone recordings
- 2. Parents may request corrections to their personal data (e.g. email addresses, names) by contacting the school, in accordance with the Personal Data and Protection Act (PDPA).

Data Security

All user data collected through the DMA will be stored in secure servers
managed by appointed DMA Vendors with stringent access controls and audit
trials implemented. The DMA solutions used are cloud-based Software-as-aService (SaaS) solutions and are trusted solutions that have been operating for
many years. They have also been subject to regular security review and
assessment by independent reviewers.

Data Security

- DMA solutions have sufficient security robustness to ensure data collected are properly stored and protected. MOE will also subject the DMA Vendors to regular audit on the security of the system based on tender requirements.
- To prevent unauthorised access, DMA Administrators and DMA Vendors will be required to access their accounts using 2-factor authentication or the equivalent to ensure proper accountability for information access and other activities performed. There will be regular account reviews and audits for DMA Administrators' and DMA Vendors' accounts.

Device and Funding Information

Queenstown Secondary School's PLD



The school will be using the **ACER TravelMate Spin TMB312RN-31** for teaching and learning.

Total cost of the bundle includes 3-year warranty and 3-year insurance with GST: \$623.40

12.2" HD Touch | Convertible Intel N150 | Win11Pro | 8GB RAM | 256GB PCIe SSD Active Stylus Pen

Queenstown Secondary School's PLD



The school chose the device because of:

- Portability (1.45 kg)
- Durability
- T&L Affordances (Windows)
- Use of stylus to write (inking function)
- Touchscreen

PLD Bundle

Device Bundle includes

- Model: Acer TravelMate Spin TMB312RN-31 Convertible
- Processor: Intel N150
- Memory (GB): Upgrade to 8GB LPDDR5 RAM (On-Board at factory level)
- Storage (GB): Upgrade to 256GB PCIe SSD (On-Board at factory level)
- Add-on/Accessories Item: Active Stylus Pen, Power Adaptor, Mouse, Carrier Bag

Your child's/ward's PLD will come with the **Enhanced Device Bundle** which includes*:

- 3-year warranty and 3-year insurance
- 2 repairs or 1 replacement claim

^{*}The price of the PLD Bundle may appear to be higher than similar models on the retail market as the price of those devices usually does not include extended warranty and insurance coverage.

Insurance Coverage

The package includes a 3-year warranty, and 3-year insurance which includes:

| Insurance Coverage | Claimable |
|---|----------------------------|
| • Fire | 2 repairs or 1 replacement |
| • Lightning | (3-year insurance) |
| Power Surges | |
| Accidental e.g water spillage, drop etc | |
| Theft due to forcible entry | |
| • Robbery | |
| | |
| * Accidental loss will not be covered by insurance. | |

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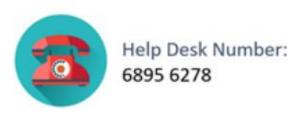
Technical Support for Students' Devices

Technical support will be provided to students through:

- 1. Desktop Engineers at our level 3 and level 4 computer labs for
 - Troubleshooting of device issues
 - Solve connectivity issues

2. ACER Service Centre

Repair of devices (hardware issues)





Help Desk Operating Hours: Mon, Tue, Thu, Fri: 0845 – 1715 Wed: 0845 – 1945 Sat: 0900 – 1200 Sun and Public Holiday: Closed





Location:
29 International Business Park
Singapore 609923
(1.1km from Jurong East MRT)

- The cost of the device bundle can be paid using your child's/ward's Edusave account, after setting aside provision for payment of miscellaneous fees.
- To ensure the affordability of devices, MOE has provided additional Edusave topups of \$200 in 2020 to 2022, and \$300 in 2023, to all eligible Singaporean students in primary and secondary schools.
- This is on top of the annual \$290 credited into the Edusave account for Secondary School students and \$230 for Primary School students.

 For SC students who are on MOE Financial Assistance Scheme or whose family's monthly income meets the following criteria:

Gross Household Income (GHI) ≤ \$3,000, or

Per Capita Income (PCI) ≤ \$750

MOE will subsidise 50% of device bundle cost or \$350, whichever is lower.

• The remaining amount will be payable from the students' Edusave account. If there is insufficient balance in the students' Edusave account for the remaining amount, MOE will provide additional subsidy so that the cash out-of-pocket (OOP) is \$0.

Funding Scenario: Student A (SC)



ACER TravelMate Spin TMB312RN-31 (12.2") **\$623.40**

| Student A (SC on MOE FAS) General Household Income ≤ \$3,000 or Per Capita Income ≤ \$750 | | |
|--|---|--|
| Device Bundle Cost | \$623.40 | |
| MOE Student Subsidy (50%) | \$311.70 (rounded up to nearest 10 cents) | |
| Available Edusave Balance (After setting aside for misc fees) | e.g. \$200.00 before deduction \$200.00 will be deducted | |
| Additional Subsidy | \$111.70 | |
| Cash Out-of-pocket | \$0.00 | |

For more details on financial assistance, please approach the school (Tel: 6474 1055). Each student would receive a personalised bill subsequently.

• For SC students whose family's monthly income is:

\$3,000 < Gross Household Income (GHI) \leq \$4,400, or \$750 < Per Capita Income (PCI) \leq \$1,100

MOE will subsidise 30% of device bundle cost or \$200, whichever is lower.

• The remaining amount will be payable from the students' Edusave account. If there is insufficient balance in the students' Edusave account for the remaining amount, MOE will provide additional subsidy so that the cash out-of-pocket (OOP) is not more than \$50.

Funding Scenario: Student B (SC)



ACER TravelMate Spin TMB312RN-31 (12.2") **\$623.40**

| \$3,000 < Gross Household Income ≤ \$4,400 or | | |
|---|---|--|
| \$750 < Per Capita Income ≤ \$1,100 | | |
| Device Bundle Cost | \$623.40 | |
| MOE Student Subsidy (30%) | \$187.00 (rounded up to nearest 10 cents) | |
| Available Edusave Balance (After setting aside for misc fees) | e.g. \$200.00 before deduction \$200.00 will be deducted | |
| Additional Subsidy | \$186.40 | |
| Cash Out-of-pocket | \$50.00 | |

Student B (SC on school-based FAS)

For more details on financial assistance, please approach the school (Tel: 6474 1055). Each student would receive a personalised bill subsequently.

 SC students whose family's monthly Gross Household Income (GHI) > \$4,400 or monthly Per Capita Income (PCI) > \$1,100, no subsidy will be provided.
 Parents/Guardians can use their child's/ward's Edusave or cash to defray the device bundle cost.

Funding Scenario: Student C



ACER TravelMate Spin TMB311RN-33 (11.6") **\$623.40**

| Student C (Not Eligible for Subsidy) Gross Household Income > \$4,400 or Per Capita Income > \$1,100 | | |
|---|---|--|
| Device Bundle Cost | \$623.40 | |
| Available Edusave Balance (After setting aside for misc fees) | e.g. \$200.00 before deduction \$200.00 will be deducted | |
| Cash Out-of-pocket | \$423.40 | |

For more details on financial assistance, please approach the school (Tel: 6474 1055). Each student would receive a personalised bill subsequently.

What's Next?

Parental Consent for Procurement

- 1. Parents can access the **Parental Consent for the Purchase of Personal Learning Device (PLD)** via a Parents Gateway (PG) notification* that will be sent to you on 10 January 2025.
- 2. Parents who want to use Edusave funds for the PLD (for Singapore Citizens students only), please submit the online Standing Order Form via this link: https://go.gov.sg/edusaveformsgso by 17 January 2025 if you have not done so previously.*

^{*} Parents/Guardians without access to PG can request for the hardcopy letter via your child's/ward's form teacher.

For Singapore Citizens (SC) Students

| Time Frame | Activity |
|-----------------------------------|--|
| 17 January | Submit: consent to PLD purchase via in the PG notification which includes the following: |
| 31 March-4 April Term 2 Week 2 | Collection of devices by students |

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For Permanent Residents / International Students

| Time Frame | Activity | |
|-----------------------------------|--|--|
| 9 January | Submit consent to PLD purchase which includes the following: Intent to Purchase Personal Learning Device (PLD); Authorisation Form for the Collection of PLD | |
| 17 January | Deadline for submission of PLD Purchase form | |
| 31 March-4 April Term 2 Week 2 | PLD Distribution Day - Collection of devices by students - Installation of DMA | |
| 31 March-4 April Term 2 Week 2 | CCE LessonsClass discussion and signing of Acceptable Use Policy (AUP)Microsoft Teams orientation | |

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Collection of Devices

Your child/ward will be collecting his/her device in school in Term 2 2025.

If you would like to personally/have another adult to verify the condition of the device during collection with your child/ward:

- You may arrange to collect the device at the vendor's service/collection centre* or appoint an adult proxy to do so.
- Your child/ward would need to bring the device to school and arrange for the school's IT department to install the DMA.

Please approach the school for further advice or clarification if you would like to make this arrangement.

^{*}Parents/Guardians (or adult proxy) will **not** be able to collect the PLD from the school.

Important Contacts / Helplines

| To access / find out more about | Contact / Helpline |
|---------------------------------|---------------------------------------|
| This deck of slides | https://www.queenstownsec.moe.edu.sg/ |
| Edusave balance | 6260 0777 |
| Financial assistance | 6474 1055 (Mdm Choo) |

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Frequently Asked Questions (FAQ)

1. Can my child/ward not purchase the device?

- Every student is required to have a device for teaching and learning purposes. Your child/ward is strongly encouraged to purchase one.
- It is also encouraged to use the device model prescribed by the school. The uniformity of systems and software would ensure a smooth learning experience for everyone.

2. Do all students in the school have to use the same device? What about students who wish to use their own?

- It is encouraged to use the device model prescribed by the school. The uniformity of systems and software would ensure a smooth learning experience for everyone.
- The device purchased through the school will come with the necessary warranty and insurance as well.
- If students wish to use their own devices, they will have to check with the school to ascertain whether their devices meet the school's requirements. They must also be willing to let the school install Device Management Application (DMA) software to manage the devices.

3. What happens to the device after my child/ward graduates?

- The school will uninstall the DMA from students' devices upon their graduation.
- Students will then have full control and personal ownership over their devices afterwards.
- If a student's device needs to be installed with DMA in JC/MI, it can be reinstated.

Thank you





Ministry of Education SINGAPORE