# 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)

1. 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**

# Learning with a PLD @
# Bukit Panjang Govt High School

# How will your child/ward use the PLD?

At Bukit Panjang Government High School, your child/ward will be using the PLDs for some of the following:



**Collaborative learning**



**Teaching and Learning**



**Self-directed learning**



**Home based learning (HBL)**

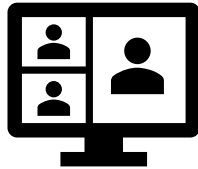# Supporting Students in the Safe and Effective Use of the Devices

# Cyber Wellness Concerns Identified by Local Studies/Surveys

**Harmful Online Content**

**Gaming and associated risks**

**Cyberbullying**

**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.
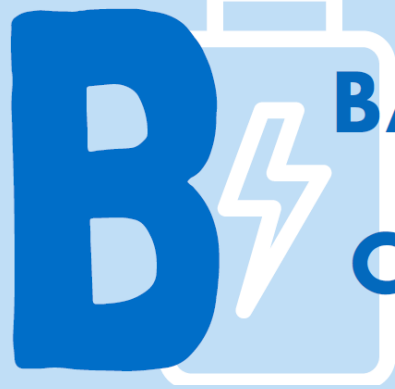
- School rules on digital device use

- 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

**Bukit Panjang Govt High School**
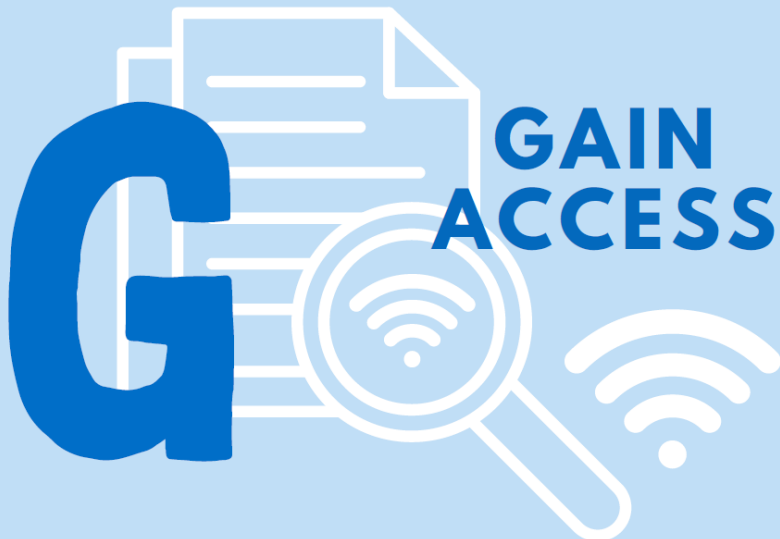
# BPGHS CLASSROOM ROUTINES

## WHEN USING YOUR PLD

## B — BATTERIES FULLY CHARGED

- Always ensure your PLD and keyboard are fully charged before coming to school.
- Seek permission from teachers if your device needs to be charged for use after school.

## P — PROTECT PASSWORD

- Remember your password and keep it safe.
- Do not share your password.
- Inform your teacher after 2 unsuccessful logins.

## G — GAIN ACCESS

- Check that your Wi-Fi is turned on and login to the school network. (Restart your PLD if connectivity is still an issue.)
- Login to www.blocksi.net as "Student" using your student ICON.
- Actively learn and be self-directed. Access online lessons and complete them promptly.

## HIGHLIGHT ICT ISSUES **H**

- Seek help from your peers.
- Ask teachers for assistance if needed.
- Approach ICT staff at the ICT Service Hub to troubleshoot technical issues.

## **S** SAFEGUARD DEVICE

- Do not leave your PLD unattended. Use the lockers provided outside your classroom.
- Protect your PLD from situations that may lead to possible damage.
- Use a 1-bag system to carry your PLD, accessories and all necessary lesson materials.

# Supporting Students in the Safe and Effective Use of the Devices



**Lockers outside the Classrooms**



**1-bag system**

# 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 Education in CCE

Throughout their Secondary School education, students will learn about:

- Balanced use and self control

- Cyber bullying and Upstanding

- How to be a positive influence online

- How to handle online falsehoods

- How to manage social media (peer influence, emotions, echo chambers)

- Online relationship and Online safety (grooming, self disclosure)

- To respect intellectual property rights

# 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).

- School hours is defined to be from **6.30 a.m to 3 p.m** and after school hours would be from **3 p.m to 11 p.m.** The device will shut down at **11 p.m.** by default.

- 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.

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Windows

# 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 **unable** 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.

Windows

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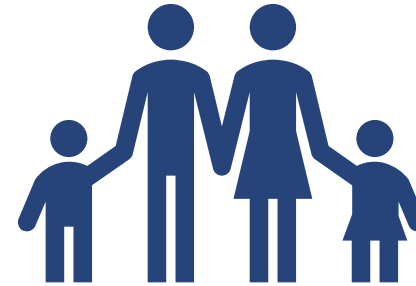
**B. Parents'/Guardians' involvement**
- How confident and familiar am I with managing my child's/ward's cyber wellness?
- Are there existing routines and open conversations on the use of the Internet at home?
- Am I aware of how to prevent different types of cyber threats that my child/ward might face?

# 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:
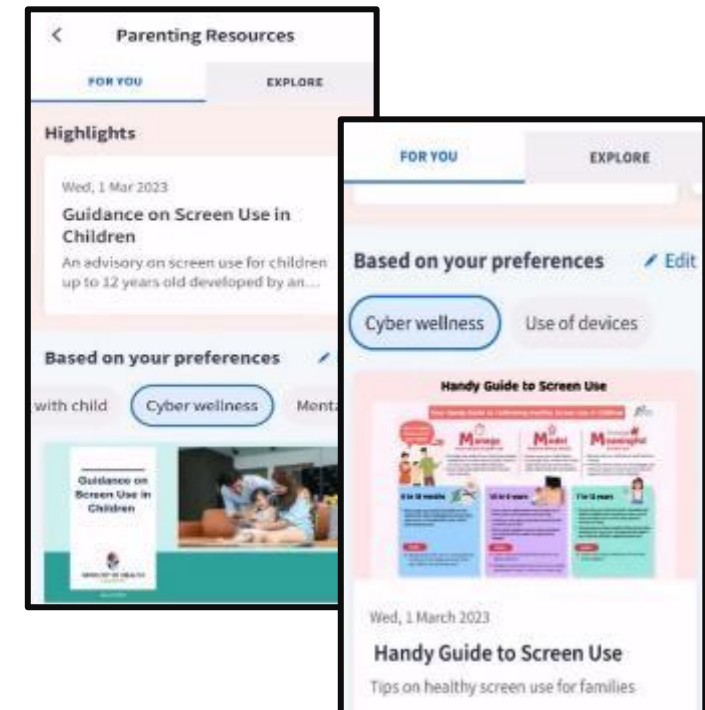
**A. Parent Kit**

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

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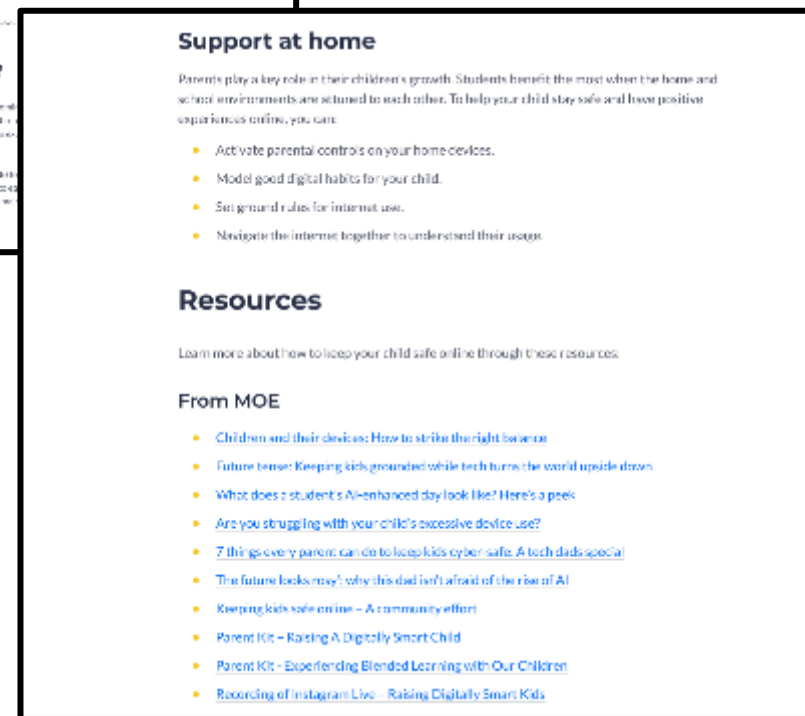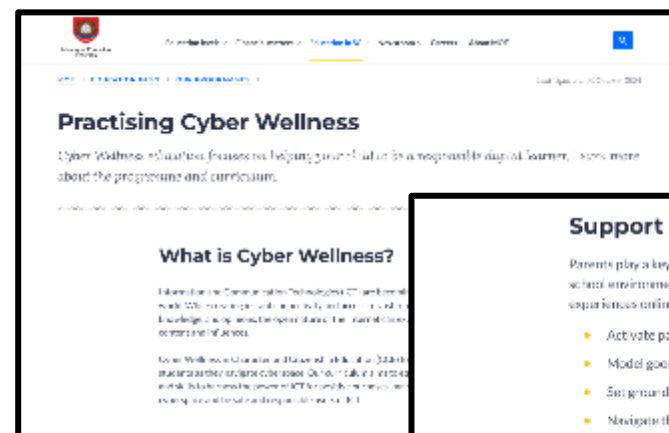


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# Supporting Resources

## 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.
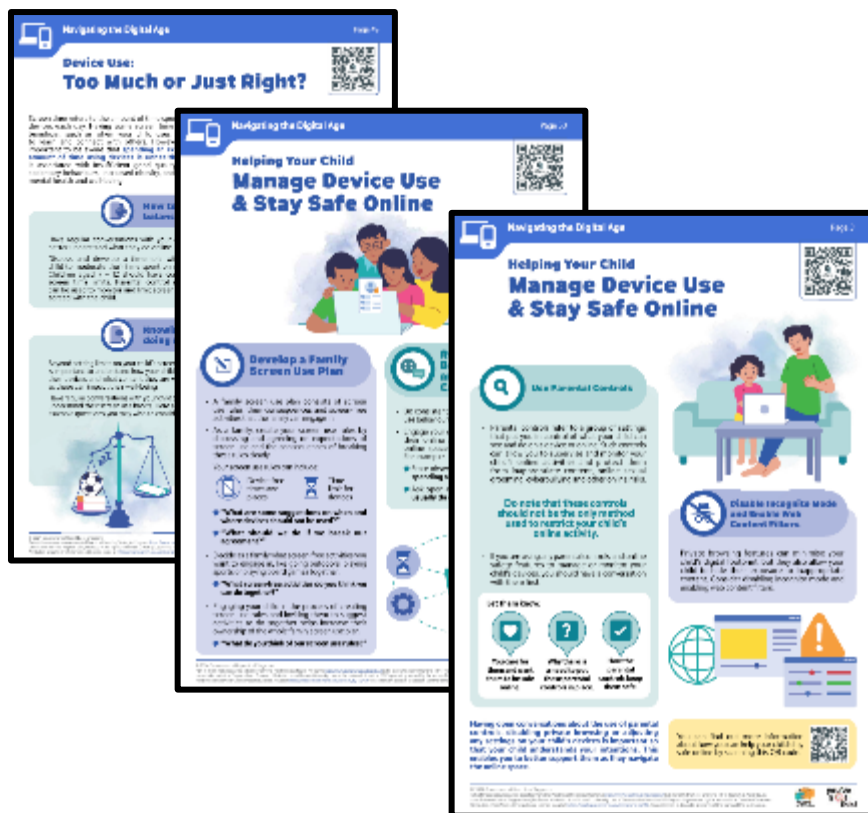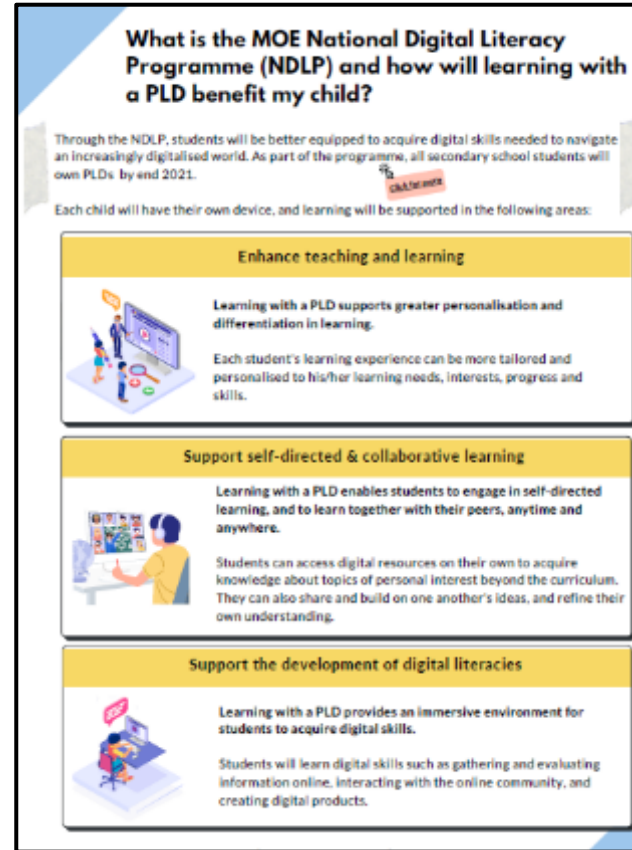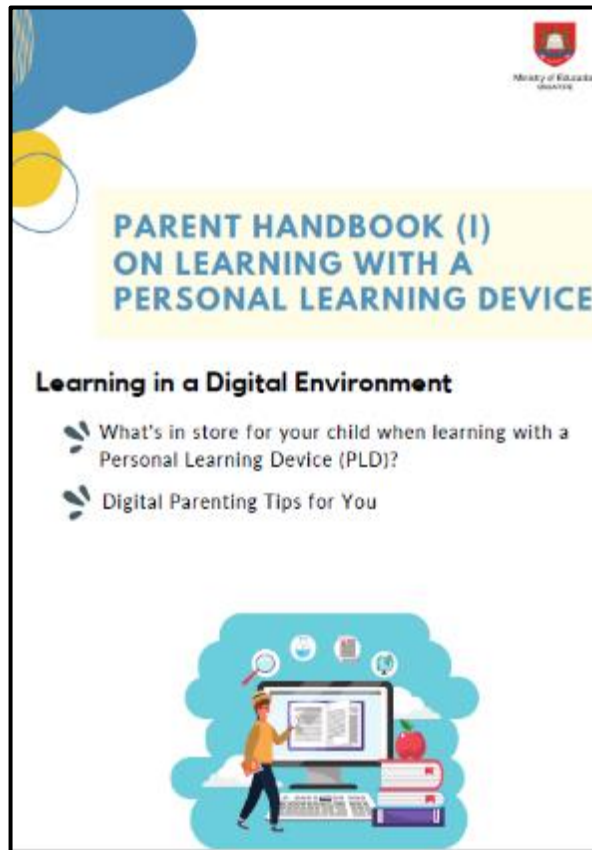
## E. More resources are available via MOE Cyber Wellness Webpage

# 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 **<u>NOT</u>** 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-a-Service (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

# Acer TravelMate Spin TMB312RN-31 Convertible 12.2" (Enhanced)



## $683.40 inclusive of GST

## Collection at the start of Term 2.

### Specifications

| | |
|---|---|
| Microprocessor | : Intel N250 processor |
| Capacity | : 256 GB |
| RAM | : 8 GB |
| Power Adaptor | : 45W Power Supply |
| Resolution | : 1920 x 1200 |
| Weight | : 1.48kg |
| OS | : Windows 11 |
| Screen Size | : 12.2" |
| Touchscreen | : Yes |
| Battery Size | : Up to 10 hours |
| Connections | : 2x USB-A, 1x USB-c, 1x HDMI |
| Headphone jack | : Yes |
| MicroSD Slot | : Yes |
| Bluetooth | : 5.3 |

### Device Bundle includes

- Active Stylus Pen
- 45W Power Adaptor
- Mouse (Wired)
- Carrying bag
- 3 years Insurance and Warranty

# BPGHS Personal Learning Device (PLD)

The school chose the device because:

- Operates on Windows 11
- Teaching & Learning Affordances
  - ➢ Touch screen
  - ➢ Inking function
- Good functionality at an affordable price
  - ➢ Durable casing (prevents breakage)
  - ➢ Moisture resistant keyboard and touchpad

MIL-STD
810H
Certified

### Certified Durability

This rugged laptop features MIL-STD-810H certification, a spill-resistant keyboard, reinforced IO ports, and a shock-absorbent bumper that protects from drops of up to 122cm.
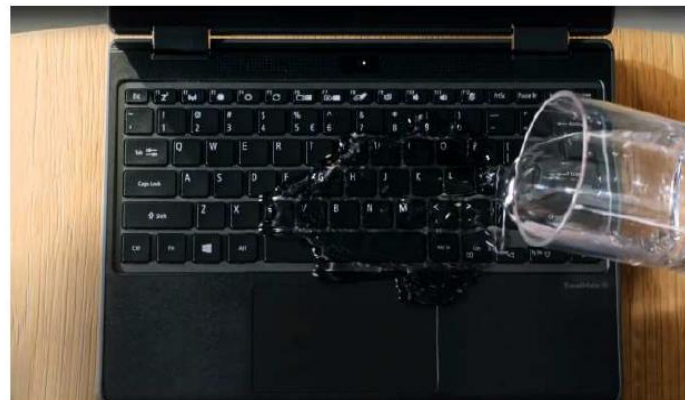
### Dependably Designed

Our devices are built to handle more than just drops. With moisture resistant touchpads and keyboards as well as mechanically anchored keys, our rugged devices offer schools a dependable choice that they can rely on.

330 ml
Water

Spill-Resistant
Keyboard

Moisture Resistant
Touchpad

Keyboard with
Mechanically
Anchored Key

# PLD Bundle

- 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)

# Insurance Coverage

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

To find out more on Acer's warranty visit: https://www.acer.com/sg-en/support/warranty

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

# Technical Support for Students' Devices

Technical support will be provided to students through:

- ICT Service Hub in school
  - Troubleshooting of device issues
  - Solve connectivity issues
  - Collection of devices to be sent for repairs

- Acer's service centres
  - Repair of devices (hardware issues)

# Funding Support for Singapore Citizen (SC) Students

- **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 top-ups 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.

# Funding Support for Singapore Citizen (SC) 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
Convertible 12.2"
(Enhanced)

$683.40

| Student A (SC on MOE FAS) GHI ≤ $3,000 or PCI ≤ $750 | |
|---|---|
| Device Bundle Cost | **$683.40** |
| Student Subsidy (50%) | **$341.70** |
| Available Edusave Balance *(After setting aside for misc fees)* | $200.00 before deduction<br>$200.00 will be deducted |
| Additional Subsidy | **$141.70** |
| Cash Out-of-pocket | $0.00 |

For more details on financial assistance, please approach the school.
Each student would receive a personalised bill subsequently.

# Funding Support for Singapore Citizen (SC) Students

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

$3,000 < Gross Household Income (GHI) ≤ $4,400, or

$750 < Per Capita Income (PCI) ≤ $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
Convertible 12.2"
(Enhanced)

$683.40

| Student B (Non MOE-FAS SC from lower income family) $3,000 < GHI ≤ $4,400 or $750 < PCI ≤ $1,100 | |
|---|---|
| Device Bundle Cost | **$683.40** |
| Student Subsidy (30%) | **$136.68** |
| Available Edusave Balance *(After setting aside for misc fees)* | $200.00 before deduction $200.00 will be deducted |
| Additional Subsidy | **$228.38** |
| Cash Out-of-pocket | **$50.00** |

For more details on financial assistance, please approach the school.
Each student would receive a personalised bill subsequently.

# Funding Support for Singapore Citizen (SC) Students

- 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 (SC)



Acer TravelMate Spin
TMB312RN-31
Convertible 12.2"
(Enhanced)

$683.40

| Student C (Not Eligible for Subsidy) GHI > $4,400 or PCI > $1,100 | |
|---|---|
| Device Bundle Cost | **$683.40** |
| Available Edusave Balance *(After setting aside for misc fees)* | $200.00 before deduction $200.00 will be deducted |
| Cash Out-of-pocket | **$483.40** |

For more details on financial assistance, please approach the school.
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 by 13 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 24 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 |
|---|---|
| 24 Jan 2025 | 1. Submit:<br>   a. consent to PLD purchase via in the PG notification which includes the following:<br>      • Intent to Purchase Personal Learning Device (PLD);<br>      • Authorisation Form for the Collection of PLD<br>   b. the Standing Order (SO) for the use of Edusave Account via https://go.gov.sg/edusaveformsgso (for Singapore Citizen students only) if you have not done so previously.<br><br>**Parents without access to PG can submit their consent via hardcopy. |
| Start of Term 2 | Collection of devices by students |

# For Permanent Residents / International Students

| Time Frame | Activity |
|---|---|
| 24 January 2025 | 1. Submit consent to PLD purchase which includes the following:<br>• Intent to Purchase Personal Learning Device (PLD);<br>• Authorisation Form for the Collection of PLD |
| 31 January 2025 | Parent/Guardian to make payment via Giro/PayNow |
| Start of Term 2 | Collection of devices by students |

# Collection of Devices

Your child/ward will be collecting his/her device in school **at the start of Term 2.**

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 **<u>not</u>** be able to collect the PLD from the school.

# Important Contacts / Helplines

| To access / find out more about... | Contact / Helpline |
| --- | --- |
| Edusave balance | 6260 0777 |
| Financial assistance | Mdm Zainah<br>zainah_abdul_aziz@schools.gov.sg |
| PLD / NDLP | HOD ICT, Mdm Ong Seok Jean<br>ong_seok_jean@moe.edu.sg |
| PLD / NDLP | Subject Head ICT, Mrs Sherlyn Pang<br>tan_xue_ling_sherlyn@moe.edu.sg |
| Technical Support | ICT Manager, Ms Dewi<br>dewi_rosyati_sheik@moe.edu.sg |

# Thank you