



Introduction to your Computer

What Do I get?

Laptop



Charger



Carry Case



Stylus



Be Careful and Look after all items

Remember that all of these items are expensive and we need to look after them.
If you break or lose any of these items this is what it costs to replace

ITEM	COST
Laptop	\$1100
Case	\$50
Charger	\$30
Stylus	\$15

Accidental Damage

Sometimes accidents happen! If you ACCIDENTALLY damage your laptop we MAY be able To get it fixed under insurance. This is what it will cost.

Number of Times laptop has been damaged in 1 year.	COST
1	\$50
2	\$100
3 +	Cost of Damage (varies between \$100-\$1000)

BE CAREFUL!

Computer Rules

Other things to remember:

**Please keep ALL stickers on your laptop
At all times.**

*The RVSSC sticker on the front
RVSSC library sticker on the back*

**Chargers are NOT to come to school. Please keep
Them at home.**



LAPTOP RULES

- 1** Restart your laptops every morning before you start class.
- 2** Do not ever share your password.
- 3** Do NOT touch other people's laptops at all.
- 4** You are not allowed to download any software to your computer without I.T. HOD and Parent permission
- 5** No Games or Social Media is allowed at school
- 6** All students should be saving work on their ONEDRIVE
- 7** Your laptop is required to be at school every day fully charged.
- 8** You are responsible for reporting any damages or faults to Tech Support during designated hours.

Let's Login



**Press
Cntl + Alt + Delete**

Enter the Username and Password that your Teacher has given you.

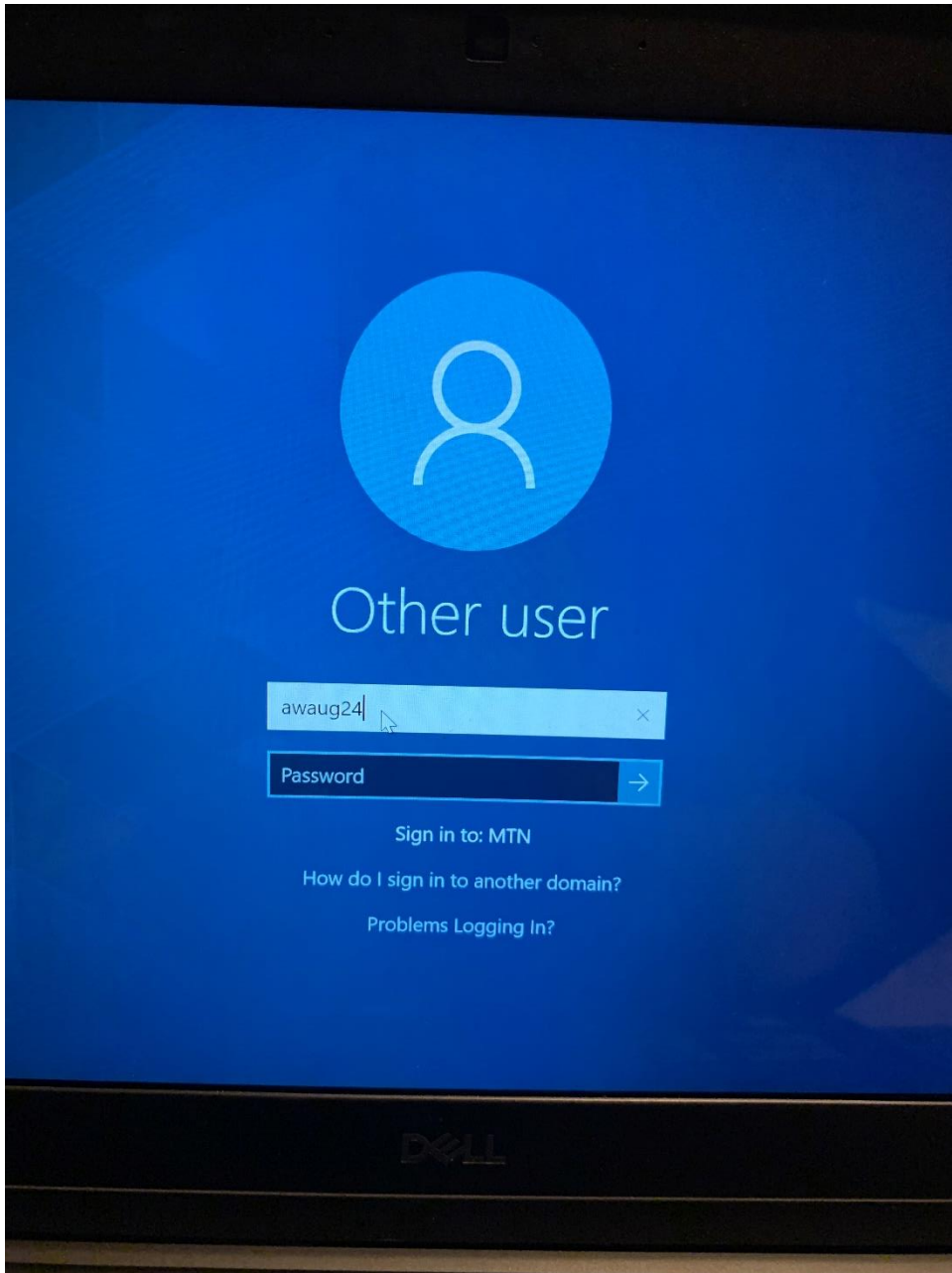
Your username should be the first letter of your first Name and the first 4 letters of your last name followed By a number

MAKE UP YOUR OWN PASSWORD

Must be something you will remember. Maybe your Favourite sport, Band, Movie, TV Show. Put a . And Then a number

Example: Rabbits.101

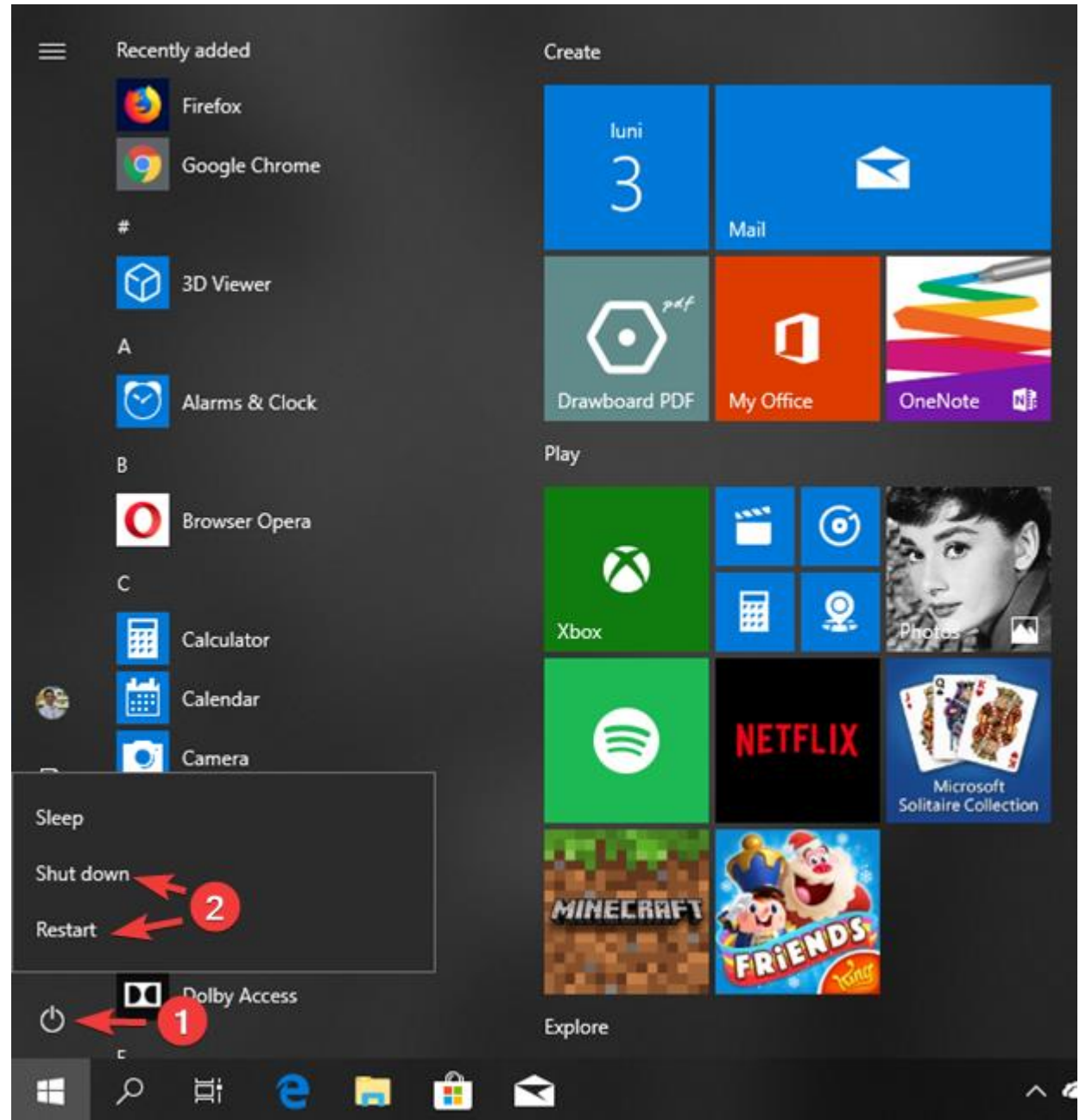
IMPORTANT: WRITE YOUR USERNAME AND PASSWORD DOWN



Troubleshooting

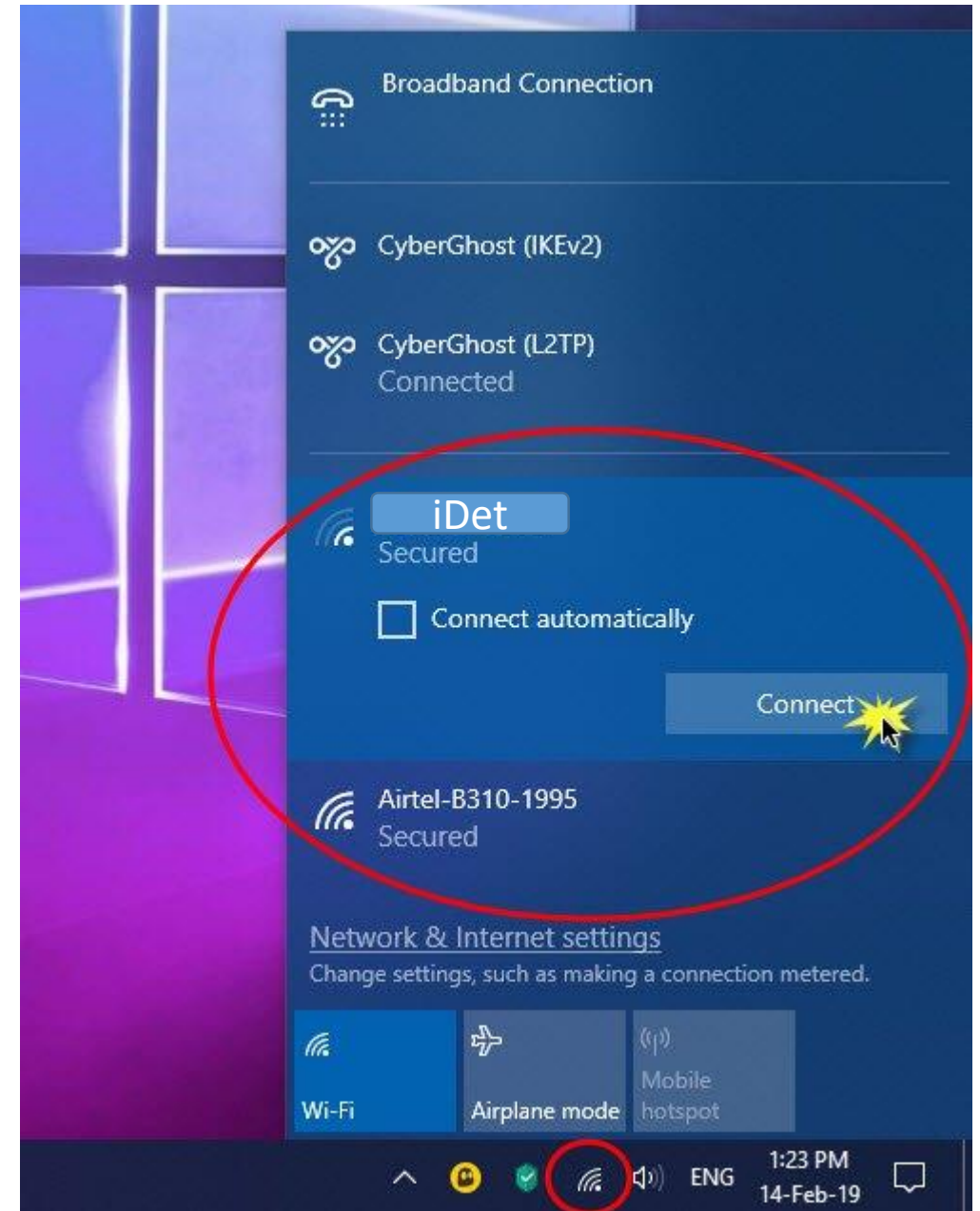
Things to Remember

- You need to restart your computer every time you go home / back to school. **DO NOT** just continually shut the lid.
- Charge your computer every night. Your battery will last all day at school. If it is not charged, you are not prepared for class and you will get into trouble.



Make sure you have WIFI

If you ever cannot get onto the Internet
Simply restart your computer and double check
You are connected to WIFI.



All my important Things

Where to Save my Documents:

- > Ripley Valley State Secondary College - RVSSC_Key Docum
- > OneDrive - Department of Education and Training
- > _Angela Ripley Valley Files
- > **This PC**
- > 3D Objects
- > Desktop
- > **Documents**
- > Downloads
- > Music
- > Pictures
- > Videos
- > System (C:)
- > Data (D:)
- > Data (\EQMTNA797001) (G:)

The screenshot shows a Windows File Explorer window. The address bar displays the path to the Documents folder. The left sidebar shows the navigation pane with the Documents folder selected. The main pane displays a list of folders and their sizes:

Folder Name	Size
Downloads	27/
Favourites	13/
FlashBack Movies	20/
Music	13/
My Data Sources	19/
OneNote Notebooks	20/
Pictures	13/
Videos	13/
English	27/
Maths	27/
Science	27/
Digital Technologies	27/
IGNITE	27/
Art	27/

A red arrow points to the File Explorer icon in the taskbar, and another red arrow points to the Documents folder in the navigation pane. The 'Documents' folder in the navigation pane and the 'English', 'Maths', 'Science', 'Digital Technologies', 'IGNITE', and 'Art' folders in the main pane are highlighted in yellow.

Create new folders for Each of your subjects.

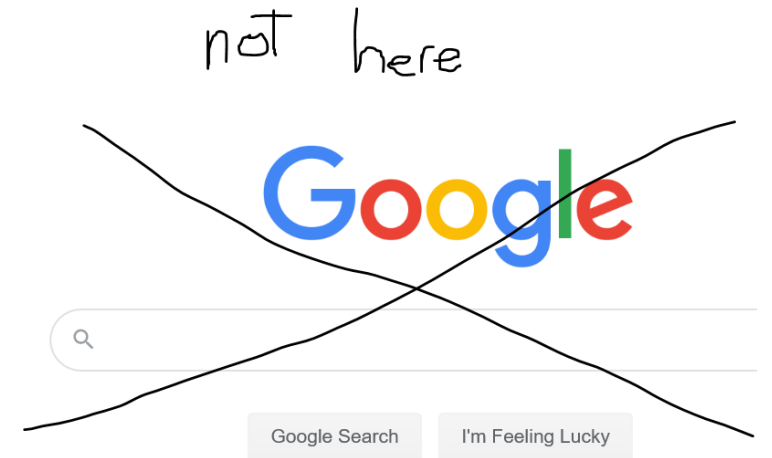
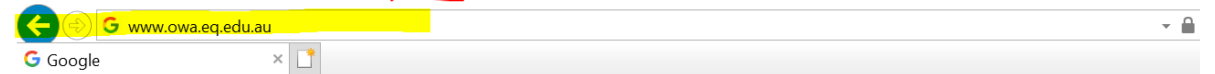
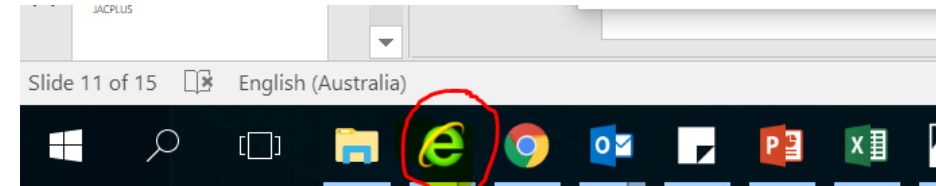
Getting onto websites

Down the bottom of your screen click on the Blue E

When the browser opens you type the address in the TOP address bar NOT in the google search engine

Like this:

The google search engine is for when you are Searching for keywords like 'FROGS'.



Let's test it out...

HOW TO GET TO YOUR EMAILS

1. Go to www.owa.eq.edu.au
2. Type in your username and Password
3. Your emails will open

Don't forget to Bookmark the page to make it easier to get to next time.



Press the star next to the web address and click on **ADD TO FAVOURITES**

SUCCESS CHECKLIST

- I can login to my computer
- I know how to check that my WIFI is working
- I know how to restart and shut down my laptop.
- I know where to save documents and I have folders set up for each of my subjects
- I can get to the following websites easily (and I have these saved as a favourite)
 - My emails (owa.eq.edu.au)
 - Daymap
 - Jacplus

DAYMAP



Daymap is where you will find ALL of your information for your classes, including your timetable, your class work, Assessments, emails to and from teachers etc.

<https://ripleyvalleyssc.eq.daymap.net/Daymap>

Username: Your EQ Username

Password: You will have a link in your emails

Don't forget to Bookmark the page to make it easier to get to next time.

If your computer asks you if you would like it to save your password for next time CLICK ON YES!

JACPLUS

jacaranda *plus*

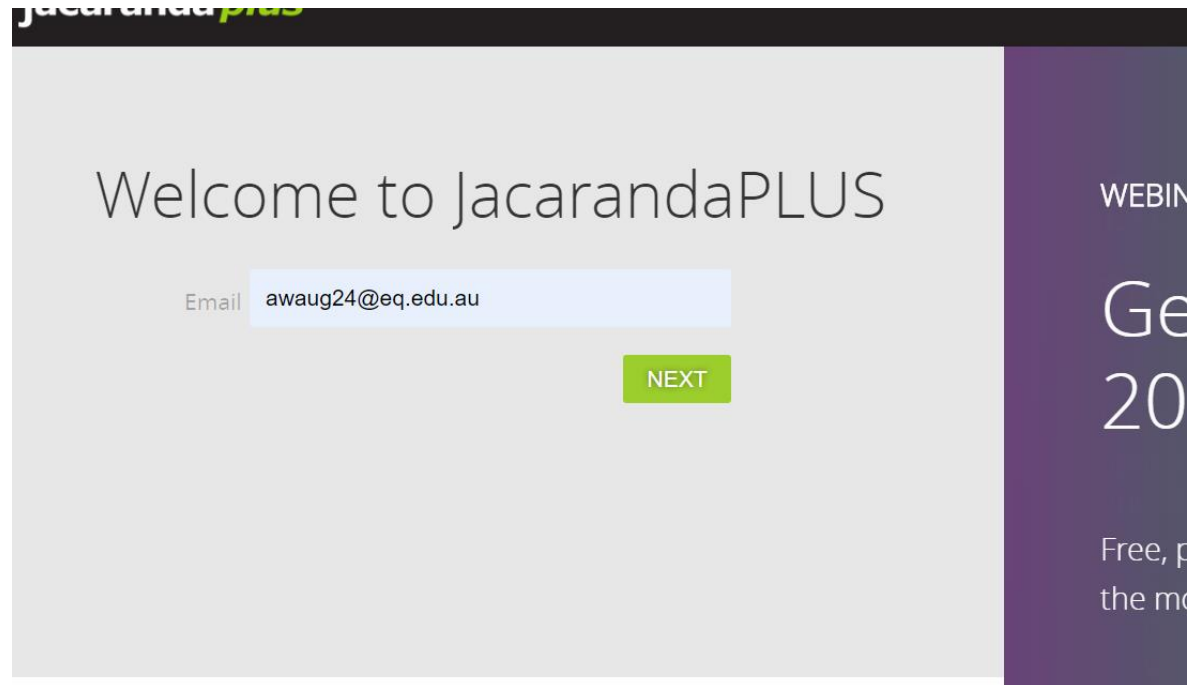
All of your Textbooks will be here!

1. Go to www.jacplus.com.au

Username: your EQ Email address

Password: Ripley2020

Don't forget to Bookmark the page to make it easier to get to next time.



The screenshot shows the JacarandaPLUS login interface. At the top, the 'jacaranda plus' logo is visible. The main heading reads 'Welcome to JacarandaPLUS'. Below this, there is a login form with an 'Email' label and a text input field containing the email address 'awaug24@eq.edu.au'. To the right of the input field is a green button labeled 'NEXT'. On the right side of the page, there is a purple sidebar with text including 'WEBIN', 'Ge', '20', and 'Free, p the m'.

If your computer asks you if you would like it to save your password for next time CLICK ON YES!