LAPTOP INDUCTION

- Parents and Students–

2023

Accounts for parents set up/use @Ripley

TUCKSHOP ACCOUNT

http://www.mystudentaccount.com.au/

All students need a 'My Student Account' set up to purchase at tuckshop.
We do NOT accept cash at the tuckshop.
Your account is attached to the barcode you have on your diary and your student card

 https://www.facebook.com/SSCRipleyValley

NEWSLETTERS

https://ripleyvalleyssc.schoolzineplus.com/subscribe

Our newsletters and online permission Forms are sent to you via email through Schoolzine. Register for your account using The address above to be notified via push Notifications when new communications Have been released.

 https://ripleyvalleyssc.eq.edu.au/

DAYMAP

https://ripleyvalleyssc.eq.daymap.net/daymapconnect

Keep track of your child's timetable, homework, assessments, academic results and absences using Daymap. You will also be required to use your Daymap account to book in parent teacher interviews.

LAPTOP INDUCTION

- New Students –

2021

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.

RIPLEY VALLEY
State Secondary College

Congrats on getting your laptop!

It is a privilege for you to have access
To a laptop for your school work. It is important
That you follow the rules and look after your device.

Please remember that your laptop is to stay in it's
Case unless you are using it, you are only allowed to use
It at your desk in a classroom, and you are NOT ALLOWED
To touch anyone else's device.

If you break the rules there are consequences including
- Detention
- Loss of access to your laptop / internet
- Suspension

What is my username?

Your username is usually the first letter of your first letter
Of your first name and the first 4 letters of your last name, with a number at the end.

You will find it on the Name Label you were given with your laptop (like the example).

You will need to learn your username as you will be using it A LOT. To help you, you can stick this label onto your laptop while you are learning.

Angela Waugh
7A

Username: awaug24
Password:

My Email address is:
awaug24@eq.edu.au

Daymap password: Ripley2021
JACPLUS password: Ripley2021
STILE password: Ripley2021

Logging in and Setting up your password

Once your computer is turned on, click on CTRL + Alt + DEL key to login

Set up your new password

IMPORTANT INFORMATION

- This is the password you will use to access your computer, the schools internet and other school computers! You will be asked to change this every 2 month.

- It is important that your password remains PRIVATE. You are not allowed to tell any of your friends your password. The only people in the school you are allowed to tell your password to (if they ask) is Mrs Waugh and Mr Woods. They will only ask this if needed to help fix a computer issue.

- If you forget your password, you can ask your classroom teacher to change it for you. You can also come to the Tech Room to get it changed.

Some password examples

STEP 1

Use your favourite sport
Soccer
Football
Basketball
Netball

Or your favourite animal
Koalas
Puppies
KittyCat
Dolphin

Or a nickname that you get called
Pumpkin
Chicken
Squirt
MissyMoo

STEP 2

Choose a Number that you will remember

The year you were born born
The year it is now (2021)

STEP 3

Choose a special character

A full stop (.)
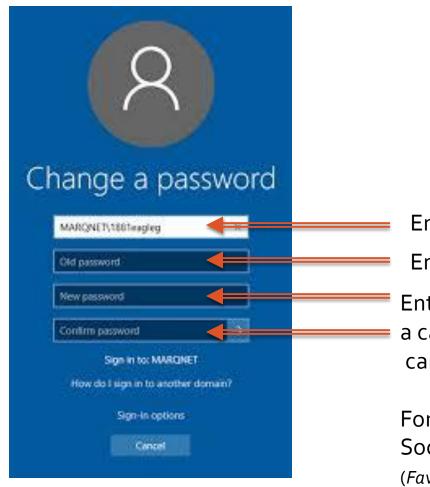A explanation mark !!
A hash tag #
A Star *

STEP 4

Put it all together!

E.g. <Word> <Number> <Special Character>

Pumpkin2021!

WRITE YOUR PASSWORD DOWN SOMEWHERE SAFE

How to change your password on first login.

Once you login, your screen will look like this:

Enter your **username** here. You will find this on the label you have.

Enter the password **Ripley.2021**

Enter the password you would like twice. This has to be 6 letters with a capital letter, a Special character and a number. Your password cannot be your name.

For example:
Soccer.2007
(*Favourite Sport, a full stop as my special character, and 2007 (the year you were born*)

How Do I access everything I need?

Once you are logged in and everything loads, you can click on **Edge Chromium** and it will open a website with everything you will need for school.

On the bottom left of your computer screen on the task bar click on the ICON below:

It will open a page that looks like this.
This page includes all the links to all of the programs we use at school and lots of other information!!
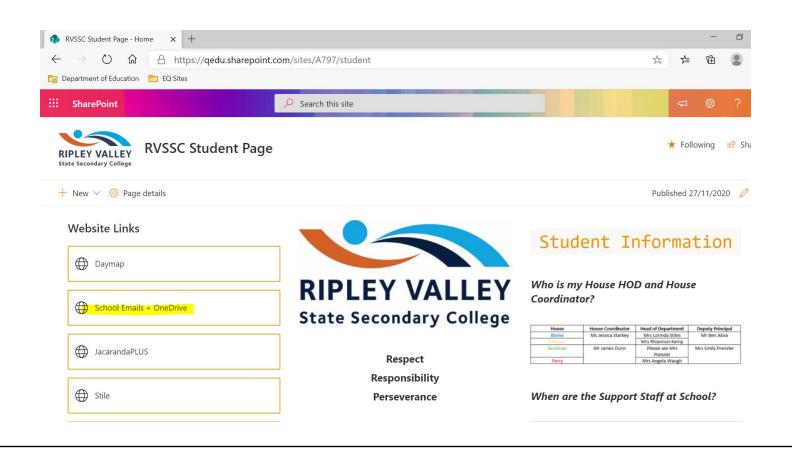
Scroll through the Page to see what you can see. https://qedu.sharepoint.com/sites/A797/student
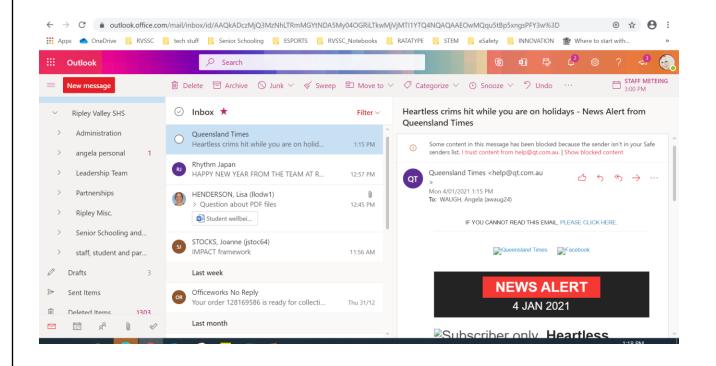
LET'S LOOK AT THE PROGRAMS YOU WILL USE

ONEDRIVE & EMAILS

On the student page Click on School Emails + OneDrive

Your Emails

Your emails will open. If you are new to EQ your emails will be blank. Or you may have a few emails already.

To create a new email you can Click on **NEW MESSAGE.** Once message opens in the TO field type the name of the person you would like to email and it should appear
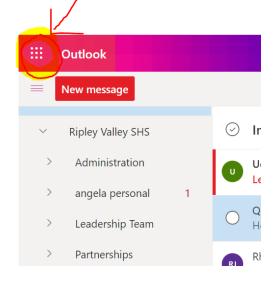

It is important to check your emails each day to make sure teachers haven't emailed you anything important. DO NOT send emails to friends in class time without permission from teacher. Your school email account should only be used for School work.
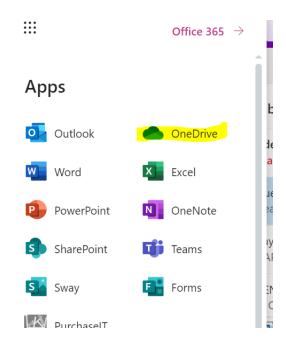
OneDrive

When you are in your emails you can also access OneDrive. OneDrive is where you will save all of your school work.

1. To open OneDrive, click on the dots on the top of your screen
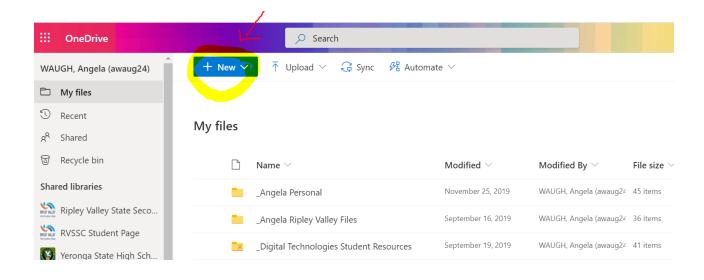
2. Then click on ONEDRIVE

Your OneDrive is probably Empty.

As you begin your classes, and start saving your work it will all go here.
We save all of our work on OneDrive, because it means you can access all of your work from any other computer at home
Or at school. So if your computer breaks, we can give you another one and you will not lose any of your work.
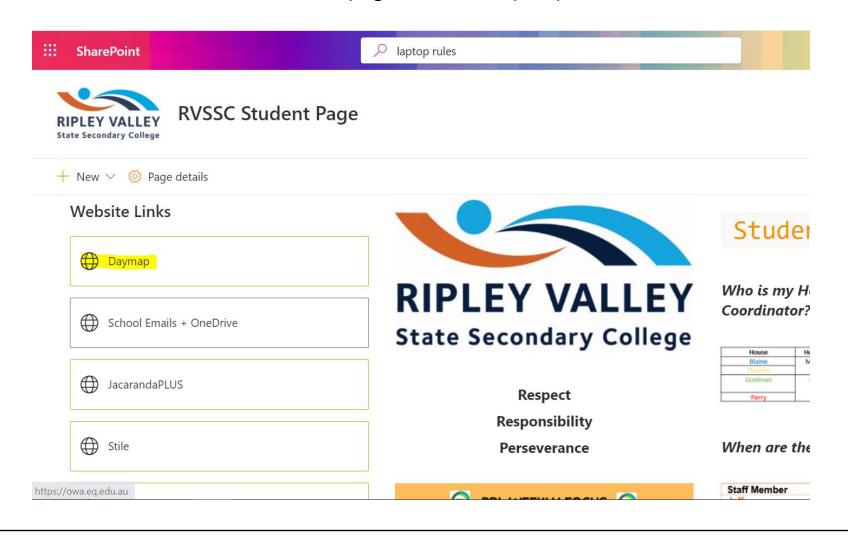
You can organise your files in Folders. **To create a new Folder Click on NEW**

! Homework: Watch Mrs Waugh's video on how to set up your OneDrive Folders HERE
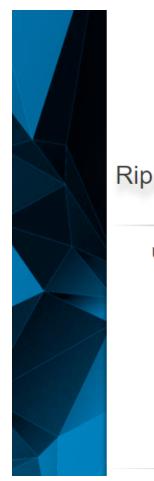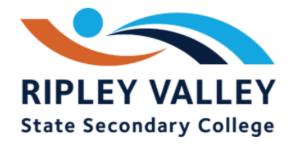
DAYMAP

On the student page Click on Daymap

Daymap is where you will find your timetable, assessment information, class resources etc. You will use this all day
Every day.

Daymap utilises single sign on (SSO) which means that it uses your current EQ and Microsoft account to sign you in (no need to remember a new password).

In most cases, when you are on the school network and click on the Daymap tile in SharePoint, you will be directed and logged in to Daymap automatically.

If needed to log in, enter your username (this will need to be your full email address and password.
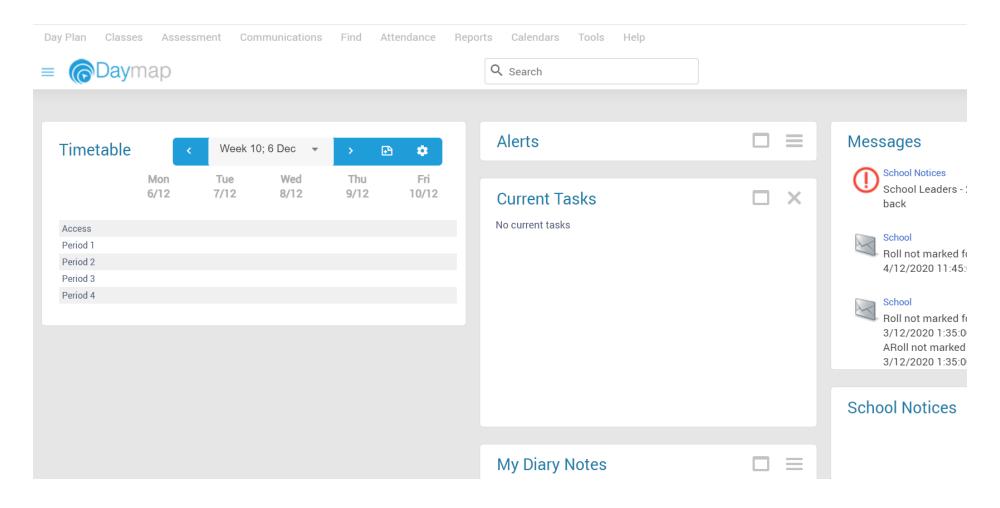
RIPLEY VALLEY
State Secondary College

Ripley Valley State Secondary Colleg

Username : awaug24

Password : •••••••••

Forgot your password?
Can't access your account?

☐ Remember Me

Sign In

Your daymap will open and should look similar to this.

STILE

1. Go to the Stile website (https://stileapp.com/login)
2. In order to use your school username and password, click on Sign in with Microsoft
3. Enter your school username and password when prompted
4. Your teachers will add you to the subject classes you need within Stile.

Want to learn more about how to use STILE? Click HERE