GREENVALE SECONDARY COLLEGE
DREAM · BELIEVE · ACHIEVE

Families are invited to use this checklist to ensure the device they may purchase or would like to use meets the minimum specification required of the College. We encourage families if purchasing through a third party to provide them with this list in order to make a proper selection.

All new students must have their computers registered for configuration by the end of November.

DEVICE READINESS CHECKILIST	☐
1. My Device meets all the minimum specifications:	☐
• OS: Windows 10/11 Standard or Professional	☐
• CPU: Intel N100 - 4 Cores, up to 3.2GHz or Above (AMD processor is also sufficient with the same requirements or above)	☐
• SCREEN: 11.6nch – 14inch	☐
• MEMORY: 8GB DDR4 RAM	☐
• WIRELESS: Wi-Fi 6 – AX - 802.11a/g/n/ac (2.4/5.0 GHZ) **MUST HAVE A DUAL BAND ADAPTER THAT SUPPORTS BOTH 2.4ghz and 5ghz NETWORKS.**	☐
• HARD DRIVE: 128GB Solid State Drive (SSD)	☐
• BATTERY: 10 hours	☐
• Under 3 years old	
2. I have a valid Windows license installed & have registered with a personal email account.	☐
• User can login to the computer and see the desktop	☐
3. My important documents or personal data has been backed-up.	☐
• In the case where you are using an existing computer (not brand-new), ensure that any personal data is backed-up before handing in to IT office for configuration.	☐
4. Removed any existing Anti-virus tools or firewall programs.	☐
• Ensure any existing antivirus/firewall software is removed to ensure a problem free setup experience.	☐
5. Register Your device online with I.T Office for configuration.	☐
• To register a BYO Device, you must visit https://forms.office.com/r/K0QNK7fsjA	☐

NEED HELP WITH THE ABOVE CHECKLIST?

If the above information raises any questions, please feel free to contact the IT Office on (03) 8393 0000 or greenvale.sc@education.vic.gov.au.

Kind regards,

College IT

The following terms and conditions must be agreed to by the student and parents/guardian before a BYO device can be supported by IT office staff at Greenvale Secondary College.

- Greenvale Secondary College IT services will only support the software that is loaded onto the students selected primary device.
- Secondary devices such as Google Chromebooks, Apple MacBooks, iPads, Smartphones, and other single function devices are not supported.
- Hardware issues can be reported to Greenvale Secondary College IT Services, although we will only assist students in assessing and logging valid warranty calls and/or arranging on-site visits by approved vendor service representatives. We won't be held liable for incorrect advice relating to your device. Always seek the device vendors support services or documentation for actions to take when assessing hardware issues.
- We cannot help with claiming warranty support for devices that do not have an active warranty agreement available from the vendor or supplier.
- Issues that are not considered as warranty; for example, insurance claims or parts orders must be organised by the student/parent. We can assist with any information required to help process or resolve such issues.
- Greenvale Secondary College IT Services can provide a workspace on-site, if a parts order or insurance claim requires a vendor supplied service representative to install or service a device on-site.
- Greenvale Secondary College IT Support can be used as a point of reference/contact for any work orders arranged by students or parents during business hours. Please contact us before-hand to plan arrangements.
- Greenvale College IT Services will take no responsibility for hardware, software or personal data damage/loss caused on a student owned device.
- All student owned devices require a support agreement to be signed and returned to the college before IT Services can begin supporting the device(s).
- This agreement is valid from the time a student is enrolled at the college or until a revised agreement is signed.
- All licensed software must be removed when a student leaves Greenvale Secondary College. Network policies and restrictions must be removed upon exit or when a device is replaced.
- Students must only have one device registered as a 'primary' device. If a primary device is replaced, software and settings must be removed from the old device first. This process also applies to students leaving GSC.
- Greenvale Secondary College is not liable for copyright or pirated software found on a BYO device. All software used must comply with the software vendor's license agreement.
- Students agree to allow Greenvale Secondary College IT Services to manage aspects of their registered BYO device; this is to maintain security policy compliance, support installed software applications and network services.

I/We have read the above Support Agreement and agree to the terms.

Student's Name:		Date:	
Student's Signature:			

Parent's Name:		Date:	
Parent's Signature:			