

ICT Curricular Team

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Fantastic Offer from Promethean



Collect 250 old mobile phones and exchange them for a set of 33 ActivExpression handsets worth £1900! For every exchange that takes place Promethean will donate £500 to ChildLine, as part of the "Give every Child a Voice" Campaign.



What are ActivExpressions?

ActivExpressions are hand held devices with full text capacity which enables all pupils to electronically register an answer or opinion. Rather than entering a multiple choice answer A – F (original ActiVote model), they can now respond in full sentences as well as in numbers, symbols, math equations, true/false and using the Likert scale.

This clever little device is very familiar to even the youngest of pupils - even the first time they encounter it, straight out of the box - with its striking 'look and feel' of an everyday modern mobile phone. It is a fun wireless communication tool using proven radio connectivity that means the 'ActivExpression' handsets work anywhere in our classrooms - with no *line-of-sight* needed.

The Self-Paced Learning feature will also allow teachers to assign full quizzes of varying difficulty, and gives the pupils the opportunity to register their answers at their own pace. This is a very important and powerful feature, as the teacher can alter the assignment's length of time to challenge those learners who are quick on the uptake and also give a little more time to those who require it.

What do I do now?

The offer does not officially start till September but meanwhile you can....

- Register your interest – email slawson@eastlothian.gov.uk
- Start collecting phones
- Post the appeal on your school website
- Use the promotional offer as part of a cross curricular Citizenship / PSHE / Literacy project
- Involve community groups in your collection

Want to have a free trial of ActivExpressions for a month?

Email Shirley at slawson@eastlothian.gov.uk to find out how to sign up for the Try before you Buy offer. Training and set up is provided on-site and after the 30 day trial you can buy the set of 32 ActivExpressions for half price (£950 Ex-VAT)

Interactive whiteboard and projector problems?



There is currently no AV Support contract for classroom projectors or interactive whiteboards in East Lothian.

IMPORTANT: In order to avoid an unnecessary call out charge, please refer to the Matrix Display Help Sheet can be found on Education Exchange/ICT/Equipment helpsheet. This will advise on simple checks to ensure there is a genuine fault. If there is, please contact Scott Passmore (scotland@matrixdisplay.com) to report it.

Matrix Display has been carrying out all AV jobs since Adventi went into liquidation and are our recommended AV contractor. Schools will be responsible for call out charges, parts and installation costs. Do not email or call the IT Helpdesk.

East Lothian Council has some projectors and lamps in stock at half the market price. Matrix Display will liaise with IT to check the stock and, wherever possible, use the reduced cost stock.

It's also recommended that completely shutting down your computer then restarting by switching on the board first then the computer can often clear a problem.

Primary & Nursery Schools – Server Changes

Over the summer all the servers in Primary and Nursery schools were removed and replaced by larger devices based in their local Secondary school.

The nightly backup of all files on these servers is now taken automatically back to Haddington, meaning that school staff do not have the responsibility of changing tapes daily. The old servers had a 2 week tape cycle, meaning we could restore files only within that 2 week period. The backups now keep 30 days worth of backups and a month end backup that gets kept for a year.

Education Exchange

The file server that hosts the Education Exchange was also replaced during the summer. The new server is larger and faster, providing more capacity for shared files and quicker opening of files.

School Email

A new email server for school staff has been purchased with a provisional date for install during the October school break. The current system uses Microsoft's Exchange 2003 this will be upgraded to Exchange 2010.

IMPORTANT INFORMATION FOR ALL STAFF

If you are having trouble accessing the school server, please check you have made this change to your computer.

Delete Old Printers

1. Click the "Start" button, click "Settings", and then select "Printers and Faxes"
2. All printers that have "on ab-server1" in their name should be removed. This is done by right-clicking on each of them and choosing "Delete"

Check Network Drives

1. Double click on "My Computer" on the desktop
2. You should have three icons that have "on ka-server2" in their names. If any of them have "on ab-server1" instead, you will need to delete them. This is done by right-clicking on each of them and choosing "Disconnect"
3. Once you have disconnected all of the old drives, you should log off and back on again. You should now have the correct drives.

If anyone has any problems with any of these steps, you should contact the IT Helpdesk on 01620 827205, or email them on ithelpdesk@eastlothian.gov.uk

Do you want to brush up on your ICT knowledge?



Check out the ICT courses on offer on CPD Share can be found on <http://edubuzz.org/blogs/cpdshare/tag/ict/> and book early to register. Be sure to click on 'Older posts' at the bottom of page 1 to see the complete list of courses on offer.



Forgotten your password? Email Suzanne stodd@eastlothian.gov.uk to have your password reset. To help you remember your new password make sure you set yourself a challenge question which will be your password reminder.

To set a challenge question:

1. Ensure you are on the **Staff Home Page**. On this page should be a web part called Glow Settings.
2. Within the **Glow Settings** web part, click on the **Change Profile** link.
3. You will now see some information about yourself. Click **Edit**.
(Note – this information about you is not all visible to other users).
4. Scroll down the page to the **Challenge Question** section.

Challenge Question	What is a memorable year for you
Challenge Response	Old Challenge Response
	New Challenge Response
	Retype Challenge Response

You can choose a question from the drop down menu then enter your response in the New Challenge Response section, confirming this in the Retype Challenge Response box. NOTE: When doing this for the first time, you do not need to enter anything in the Old Challenge Response box.



Attention all Headteachers: - GLOW ASM role

Schools will shortly be taking on the responsibility of Glow Accounts and Services Management (ASM) for their individual establishment. This job has been done centrally by the ICT team but it's better suited for each school to take on this admin task as all the information is tied to the Seemis database. Please ensure your school administrator attends one of the two training sessions that will be held on 27/09 and 28/09 at Kings Meadow Primary from 3.45 – 4.30pm Book through <http://edubuzz.org/blogs/cpdshare/tag/ict/> today!
Thanks to Ormiston and Elphinstone for early bookings.

IT's Automajic

Imagine you could just paste the URL of a video Edubuzz blog post, and it would automatically get embedded? The good news is – you can! And what's more, it works not only with YouTube, but loads of

other sites, including Vimeo, DailyMotion, Flickr (both images and videos), Photobucket and more.

Here's how to do it:

- Copy the URL of the video or image from the original site.
- Paste it into your content area (it *must* be on it's own line)
- Although you'll just see the URL in your editor, WordPress will automagically embed it when the post is viewed.

What should my post look like?

Check out this cool video:

<http://www.vimeo.com/240975>

More details in the full post on the eductnews blog here: <http://bit.ly/videomagic>



Where are we with Glow?

Glow logins were issued to all staff towards the end of last term, with the aim of being ready for the National Assessment Resource (NAR) launching after the summer. Your Glow username and password will be your key to the NAR.

Glow Blogs, part of the current Glow Refresh, have now gone live nationally. All staff and students in East Lothian can now create private or public blogs. To start, you'll need to add a new "Glow Blog" web part to your Glow Group, and use that to create the blog. Once it's created, it can be used from the blog login just like any Edubuzz blog. Other new features including wikis are planned for this term. Read more here:

<http://bit.ly/glowblogs>

JVCS Desktop, a basic, easy-to-use desktop videoconferencing application available to us as part of Glow, is now starting pilot testing on staff PCs at Campie Primary. This follows a successful test linkup with Japan at Whitecraig Primary. Watch an extract here: <http://bit.ly/whitecraig>

A new, simpler interface known as **Glow Light** is now being made live. If you'd like to try that, please get in touch. Read more here: <http://bit.ly/glowlight>



IT Department Summer Update

- Over the summer, as part of the Printsmart project, 4 High Schools and 8 Primary Schools have had some of their printers removed and the PCs have been set up to print to the Canon MFD's. Other jobs for the ICT officers have included assisting the Server Management team with the Server Migration in each Primary School. This involved visiting every computer to point printers and applications to the new servers.
- Seemis has been installed on teachers' PCs in the High Schools and on PCs in the Computer suites for in service training. By the end of the holidays the ICT officers will have visited over 4000 computers.
- Back at John Muir House the IT helpdesk team have been dealing with calls and emails on both school and corporate issues.



Google Apps logins

Now that S1 school rolls are confirmed, logins for new S1 students are being issued. Once that's done, remaining primary student logins will be issued. Staff logins are currently available on request. Although the Edubuzz Google Apps system was originally introduced to provide a student email service, other valuable tools include:

- **Sites**, which let users create simple public or private web sites with only word-processing skills.
- **Forms**, which enable students to build their own surveys in minutes, and capture data automatically to spreadsheets.
- **Documents**, which enable students to collaborate on documents, spreadsheets or presentations in or out of school.

A new link now appears on the Edu22 home page. This provides information on how to effectively use Google Apps in an educational context.



We want to hear from you.

What ICT information do you want to find out about? What experiences can you share with staff in East Lothian? How have you successfully used ICT in class lessons? Let us know your suggestions for good websites, fun games for the interactive whiteboard, educational YouTube video clips

Curriculum for Excellence

Has anyone created – or started to work on...

- a programme of work based on the Curriculum for Excellence Technology outcomes?
- An ICT skills ladders for CfE levels?

It would be good to pull together some information on this and to compile some resources to have available centrally. Please email slawson@eastlothian.gov.uk if you can contribute in any way.

Next month's articles:

- **Setting up Glow Groups for your class**
- **Saving your files to the school server**
- **Using digital photography for assessment**