

## Our Guide to **Connected Learning**



*The Connected Learning Network opens up new opportunities for learning at Preston Lodge High School. This guide aims to help us all make the most of this network, or any other network, used in our school. We will continue to learn together how best to maximise this new opportunity.*

### **Phones out, face down.**

We want to make the best use of networks without it becoming a distraction. We'd therefore like to introduce a new '*phones out, face down*' policy. This means that you should get your phone (or tablet) out when you come to class and place it on the desk so it's ready whenever you're planning on using it. But, when you're not using your device as part of your learning it should be face down on the desk and on silent mode (no vibrating) so as not to become a distraction.

### **Use networks to enhance your learning.**

The Connected Learning Network is there to help you learn, please make use of it. This might mean using it for searching for information, but please don't stop there. Through Google Apps you could be using networks to create, edit and share documents, presentations and websites. You could also be making and sharing videos and animations (with permission) and much much more.

### **Use networks with the permission of your teacher.**

Networks are there to be used, but like any school resource, they should be used in consultation with, and the permission of, your teacher. Sometimes use of a network will not be appropriate to the lesson and you should respect your teacher's decision on this. Also, if you have an idea to use a network beyond what your teacher has asked you to do, make sure you ask your teacher's permission first.

### **Think before you share.**

This should be a general rule for your use of any website, but especially so when in school. Before sharing anything online you should first stop and think. Think...

- ***Do I have the permission of the people featured, or the owner of the content, in this post/picture/audio/video to share it?***
- ***Am I clear about who I'm going to share it with, how to do so, and what access rights to give them?***
- ***Would I be happy for the wrong people, such as teachers and parents, to see this post/picture/audio/video?***

If the answer to any of these questions is no, **don't share it.**

### **Respect your network and our community.**

Don't be a bandwidth hog! The new Connected Learning Network is going to be available to everyone and at times it may get quite busy. When you are using the network keep in mind what you are using it for and how it will affect other users. Mid-morning and mid-afternoon are usually times where the network will be quite busy so downloading files, watching videos or using webpages with media streaming at these times is generally not a good idea. The network is a facility for everyone so just keep in mind the amount of bandwidth you are using so everyone can enjoy it. ***And never, ever, share your Connected Learning Network login with anyone else.***

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## How to make the most of **Connected Learning**

Access all of your online learning resources through your AirHead account:

**<http://plhs.airhead.io>**

Login with your @edubuzz.org account.

