

Students from Years 1 - 6 at Gwandalan Public School have been shown where to access the new *Microsoft Office 365* software for *free* Download and installing onto computers, Laptops, Tablets and Smartphones through their DEC Student Portal account. Mr. Martin has *emphasised* to all classes that the downloading and installation of any software onto any home ITC device **MUST** be done *collaboratively* with the students' parents or carer and not without their knowledge.

An Online version of the Microsoft Office 365 package is also available for *free* use with their DEC Student account, including an *OneDrive* cloud file saving location. Students have been shown the basics on how to setup and manage these resources.

More information about this is shown below, taken from a DEC website:

### Online learning and collaboration tools

The NSW DEC is partnering with major suppliers to enable students and teachers to use a range of innovative online applications. These new tools foster collaboration, creativity and the development of 21st century skills. Digital technologies used for learning purposes, paired with effective pedagogy, can transform teaching and learning.

Technical support information about using these services in the DEC environment is available via the Learning Tools Technical Support site.

### Latest news

Microsoft Office 365 and Google Apps for Education are now available for use by all DEC teachers and students. Both sets of tools are used around the world to support teaching and learning, and offer a wide range of educational benefits. These online services will assist schools in using a Bring Your Own Device (BYOD) strategy, allowing students and staff to collaborate from any device, anywhere they have access to the internet.

### Microsoft Office 365

Microsoft Office 365 is a set of web-based applications that enable collaboration and creation in the classroom. This service includes online versions of popular Office products such as Word, Excel and PowerPoint. In addition, it offers collaboration and sharing opportunities via OneDrive and OneNote. Information about using this service can be found at the Microsoft Office 365 Learning Center

### Office 365 at DEC

View this NSW DEC Office 365 Infographic (PDF 3.5MB) highlighting how Office 365 can be used within DEC schools.

### Google Apps for Education

Google Apps for Education is a suite of web-based applications which help teachers and students work collaboratively on documents, spreadsheets, presentations and more. The service includes

easy ways to conduct surveys and forms, as well as Google Classroom, a way to manage assignments online. More information can be found at Google for Education

Access these services in the DEC Staff Portal through the My learning tools tab.

### **Online collaboration project**

Support for online collaboration between students, teachers and Public Schools NSW will leverage learning tools such as Google Apps, Office 365 and Adobe Connect through a comprehensive support program, including:

delivery of blended professional learning workshops across the state to teachers and school leaders registered at both Proficient and Lead levels

working collaboratively with teachers, Quality Teaching and curriculum advisors to develop digital learning resources that model and embed 21st century learning and collaboration in the classroom

initiatives to enable collaboration within and amongst schools, networks and beyond

case studies showcasing online collaboration in NSW public schools that will allow other schools to learn lessons and find inspiration to undertake similar work

capturing and sharing great practice through video scenarios and exemplars.

*(Copied from: <https://detwww.det.nsw.edu.au/publicschoolsnsw/learning-technology/learning-tools>. 22 May 2015.)*

Sincerely,

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