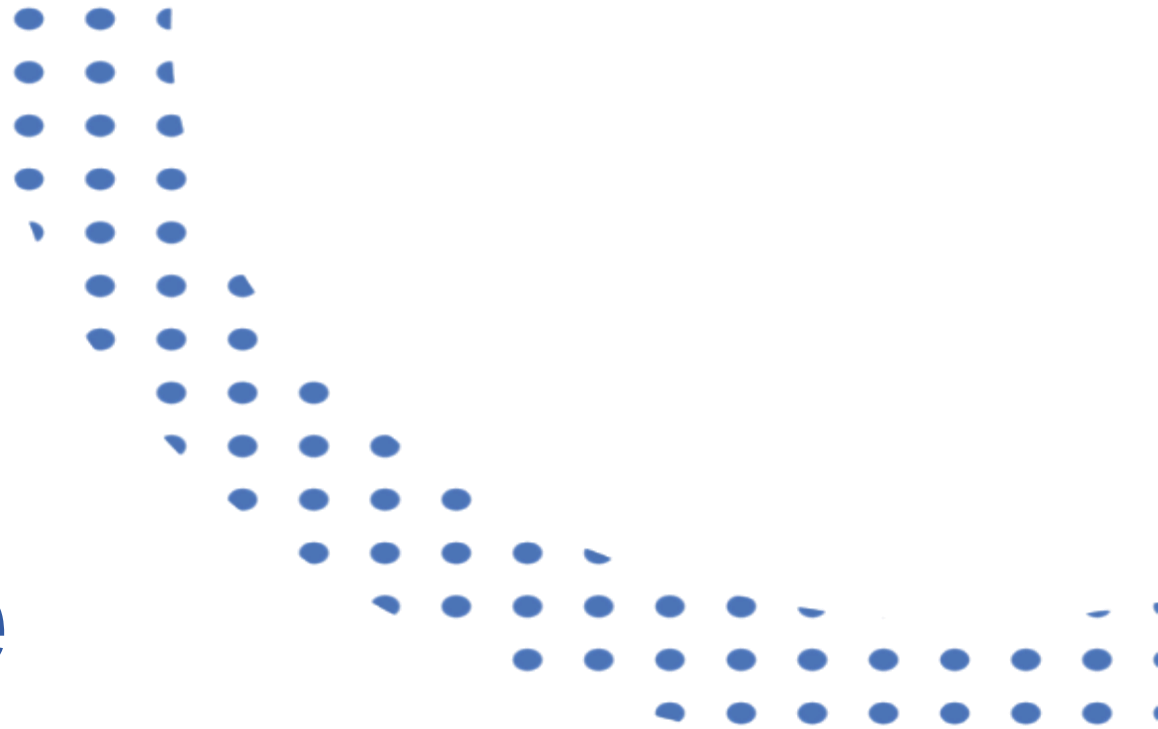


The Personal Learning Device (PLD) Initiative

Briefing for Parents

A PRESENTATION BY
MINISTRY OF EDUCATION, SINGAPORE



The National Digital Literacy Programme and the PLD Initiative

An Overview

The National Digital Literacy Programme (NDLP)

1. The NDLP was launched in March 2020 to help students **strengthen their digital literacy and acquire digital skills** needed to navigate an increasingly digitalised world.
2. Under the NDLP, every secondary school student will **own a school-prescribed Personal Learning Device (PLD)**. Students may use funds from their Edusave Account to pay for the PLD.

Intended Outcomes of the PLD Initiative

The use of the PLD for teaching and learning aims to:



Support the Development of Digital Literacy



Support Self-Directed and Collaborative Learning



Enhance Teaching and Learning

Students' Experiences



Learning with a PLD

Yuying Secondary School

How will your child/ward use the PLD?

At Yuying Secondary School, your child/ward will be using the PLDs for...

- in class and out-of-class to promote **active learning** and **greater personalisation**.
- supporting of learning of the curriculum subjects **independently or collaboratively**.
- beyond the classroom, where students will be able to use the device for **home-based learning**.
- reviewing past lessons, **access digital resources** on the Singapore Student Learning Space (SLS) platform and other digital platforms to enhance their learning, or explore topics of their own personal interests using the device.

Supporting Students in the Safe and Effective Use of the Devices

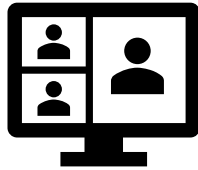
Cyber Wellness Concerns Identified by Local Studies/Surveys



**Harmful Online
Content**



**Gaming and
associated risks**



Cyberbullying



**Excessive social
media use**

Supporting Students in the Safe and Effective Use of the Devices

The school has measures in place to enable a safer digital environment for learning with the use of PLDs, e.g.

- School rules on digital device use
- Classroom management and routines
- Cyber Wellness Education in CCE
- Partnering parents/guardians to support students in their use of technology for learning
- Device Management Application (DMA) to support a safer digital environment for learning

School Rules on Digital Device Use

ACCEPTABLE USE POLICY (AUP)

For Personal Learning Device & School ICT Resources

Computing devices and access to the Internet have become a necessity for work, play and learning in the 21st century. As students navigate the digital space, they should do so in a safe and responsible manner.

In addition, students are reminded to observe the guidelines stated in this Acceptable Use Policy (AUP) on the use of personal learning devices (PLDs) and the school's ICT resources. ICT resources include the following, but are not limited to, MOE / school-deployed ICT system accounts, the device management application (DMA) and the school's Internet network.

General

1. Students are responsible for their PLDs. In the event of loss or theft of the device, students must make a police report and report the matter to the school.
2. In order to have a seamless learning experience, students should ensure that their PLDs are fully charged before bringing it to school. Should students need to charge their PLDs, they should only do so at home.
3. All PLDs are installed with a device management application (DMA) to support a safe and conducive learning environment. Students should not attempt to uninstall the DMA or de-enroll the PLDs from the DMA. Non-compliance may lead to disciplinary action.
4. Students should not attempt to access data, system and information that they are not authorised to.
5. Students are reminded that the use of PLDs and the school's ICT resources should solely be for the purpose of learning.

School Rules on Digital Device Use

User Account

6. Students should interact with others in a respectful and responsible way. Students should not post online remarks that are
 - racially and/ or religiously insensitive,
 - vulgar and/ or offensive, or
 - hurtful to others.
7. Students should not use any devices to
 - store, modify, create or share content (e.g. documents, presentations, pictures and videos) that is inappropriate (e.g. indecent, pornographic, defamatory, hurtful to self or others);
 - make threats, cause harassment or embarrassment, impersonate or intimidate others.
8. Students should not use MOE / school-deployed ICT system accounts for any commercial activities (e.g. buying and selling of goods and services).

Intellectual Property

9. Students are reminded to obtain explicit permission from the content owner before downloading, copying or sharing any copyrighted materials (e.g. pictures, videos, music).
10. Students should not use, copy or share digital files in an unauthorised or illegal manner.

Classroom Management and Routines

YUYING L.E.A.R.N Habits

LISTEN with Empathy, Communicate with Clarity.
Listen carefully to others to understand their feelings and thoughts. Express your ideas in a clear manner for others to understand.

EMBRACE Challenges with Positivity.
Face challenges with a positive attitude and see problems as opportunities for growth.

ASK Questions
Stay curious by regularly asking questions to help you learn better and foster a culture of continuous improvement.

RELECT and Adapt
Take time to think about your actions and decisions. Act on feedback for areas of growth and improvement.

NURTURE Growth
Stay committed to learning and growing throughout your life. Create a positive environment for everyone to grow.

PLD Routines B.L.O.C.K

BRING
Bring your PLD and earphones to school everyday, bring them home daily.

LOCK
Lock your PLD in your locker during PE, lunch and CCA.

OWN
Own it! Be responsible for your PLD and passwords. Do not lend or share them with others!

CHARGE
Charge your PLD fully before bringing it to school.

KEEP
Keep your PLD away when it is not required for lessons.

Classroom Cleanliness
Students ensure that the classroom is clean, and furniture is arranged neatly.

Learning Materials
Students to put all the learning materials on the table and be ready for lessons.

Attire
Students to put on the proper attire before the start of the lessons.

Punctuality
Students to report punctually for all lessons.

CLAP Classroom Routines

Integrity Resilience Respect Responsibility

Cyber Wellness Education in CCE

Educating students on Cyber Wellness

MOE has made significant changes to the Character and Citizenship Education (CCE) curriculum. Cyber Wellness lessons will feature significantly in these lessons.

The broad topics covered in Cyber Wellness are:

- Cyber Use
- Cyber Identity
- Cyber Relationships
- Cyber Citizenship
- Cyber Ethics

Cyber Wellness Education in CCE

Throughout their Secondary School education, students will learn about:

- Balanced use and self control
- Cyber bullying and Upstanding
- How to be a positive influence online
- How to handle online falsehoods
- How to manage social media (peer influence, emotions, echo chambers)
- Online relationship and Online safety (grooming, self disclosure)
- To respect intellectual property rights

Cyber Wellness Programmes

The school also has strategies to enable school-wide implementation of CCE. These include:

- Engage students through differentiated online activities during cyber wellness week
- Termly cyber wellness highlights and cyber wellness quiz during FRC
- Leadership training for Peer Support Leaders

Parents'/Guardians' Role

- We would like to partner parents/guardians so that students are well supported in their use of technology for learning.
- As parents/guardians, you can help in the following ways:
 - Model good digital habits for your child/ward e.g. parents/guardians not using devices during family meals.
 - Know your child/ward well, and have conversations with your child/ward about safe and responsible use of technology.
 - Discuss and come up with ground rules for internet/device usage that both your child/ward and you can agree with.
 - Encourage your child/ward to use productivity tools using his/her PLD, to organise information and simplify tasks for efficiency.

Role of the DMA in Providing a Safer Digital Environment for Learning

DMA Installation

- The Chromebook Device Management Application (DMA) solution, Lightspeed Systems®, will be installed on all students' devices to provide a safe learning experience for students. The DMA will be funded by MOE.
- DMA will be installed after the collection of the device. Students will be guided on the installation.
- The installation of DMA applies to both devices purchased through the school and any student-owned devices that parents/guardians opt for the student to use in lieu of the school-prescribed PLD.
- The DMA will be uninstalled from the device when students graduate or leave the school.

In-School DMA Settings (Default)

Schools will determine DMA settings for **in-school use**. As a default, these settings will continue to be in place after school as well:

- MOE and the school will set the level of web content filtering, including filtering out objectionable content or content that may not be conducive to teaching and learning (e.g. social media, pornography, gambling, or websites containing extremist content)
- Students will be able to use the device from 6.30 a.m. to 11 p.m daily
- The school will determine the apps and programs to be installed to support teaching and learning

After-School DMA Parent Options

1. After-School DMA Parent Options provide parents with the flexibility in managing your child’s/ward’s use of PLD after school hours.
2. The following tables outline the different levels of restrictions, controls, and monitoring for each After-School DMA Parent Option.

Default	Option A	Option B
<p>In-school DMA settings will continue after school hours</p>	<p>DMA settings can be modified by Parents/Guardians after school hours</p>	<p>DMA will be inactive* after school hours</p>
<p>For parents/guardians who want their child’s/ward’s use of the device to be restricted only to teaching and learning, and prefer to leave it to the school to decide on DMA settings after school hours.</p>	<p>For parents/guardians who prefer to take charge of the level of restrictions for their child’s/ward’s use of the device after school hours regulated by the DMA.</p>	<p>For parents/guardians who do not want their child’s/ward’s use of the device after school hours to be regulated by the DMA at all.</p>

*No data will be collected after school hours when the DMA is inactive.

- Having default school settings continue after school hours is the best option for parents/guardians who prefer not to, or do not feel ready to manage their child’s/ward’s device use on their own.
- Parents/guardians can request to change their choice of DMA settings, which is the existing practice.

After-School DMA Parent Options

	Default Setting (This will apply if no Alternative Setting is chosen)	Alternative Setting: Option A (DMA settings can be modified from the Default settings in place)	Alternative Setting: Option B (DMA will be inactive only after school hours)
Protect students from objectionable content	<p>Web content filtering will include, but not limited to the following categories:</p> <ul style="list-style-type: none"> • Violent/extremist content • Sexual/pornographic content • Gambling-related content 	<p>Parents/Guardians will be able to include additional web content filtering by submitting a request to the school.</p>	<p>No content filtering at all after school hours.</p>
Reduce distractions from learning through control of applications	<p>Parents/Guardians and students will be <u>unable</u> to install additional applications.</p>	<p>Parents/Guardians will be able to install additional applications by submitting a request to the school.</p> <p>Applications will be accessible both during and after school hours.</p>	<p>Parents/Guardians and/or students will be able to install additional applications after school hours.</p> <p>Applications installed by parents/guardians and/or students after school hours will not be accessible during school hours.</p>

After-School DMA Parent Options

	Default Setting (This will apply if no Alternative Setting is chosen)	Alternative Setting: Option A (DMA settings can be modified from the Default settings in place)	Alternative Setting: Option B (DMA will be inactive only after school hours)
Limit screen time	The school will define the specific hours during which the device is allowed to access the internet.	Parents/Guardians can: <ul style="list-style-type: none"> • modify the amount of screen time for their child/ward by submitting a request to the school*; • turn their child's/ward's web browsing on or off, controlling whether the PLD can access the internet; and • allow/disallow certain categories of web access. 	No control over screen time.

*Parents would have to choose from a range of pre-determined hours and submit their request to the school. Screen time limits set by the school will override parents'/guardians' settings during school hours.

After-School DMA Parent Options

	Default Setting (This will apply if no Alternative Setting is chosen)	Alternative Setting: Option A (DMA settings can be modified from the Default settings in place)	Alternative Setting: Option B (DMA will be inactive only after school hours)
Monitor students' cyber activities	Parents/Guardians will <u>not</u> be able to track their child's/ward's browser history.	Parents/Guardians can track their child's/ward's browser history.	Parents/Guardians will <u>not</u> be able to monitor or control their child's/ward's use of the device through the DMA.
Provision of Parent Account	X	✓	X

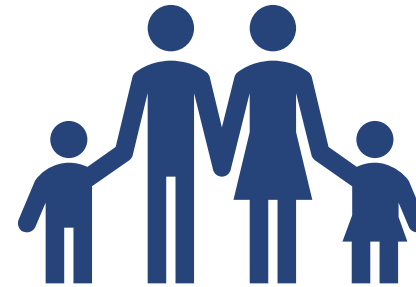
Support for Parents/Guardians

Parents/guardians may wish to consider the following questions to decide the After-School DMA Parent Option that best suits your child/ward.



A. Child's/ward's current device usage habits

- How much time does my child/ward spend on their device?
- How well is my child/ward able to regulate their device usage on their own?
- Does my child/ward get easily distracted while doing online learning?



B. Parents'/Guardians' involvement

- How confident and familiar am I with managing my child's/ward's cyber wellness?
- Are there existing routines and open conversations on the use of the Internet at home?
- Am I aware of how to prevent different types of cyber threats that my child/ward might face?

Supporting Resources

Parents/guardians play a crucial role in guiding your child/ward to use devices responsibly and safely. DMA complements your efforts in supporting your child/ward as they navigate the digital space. Here are some resources that you can refer to:

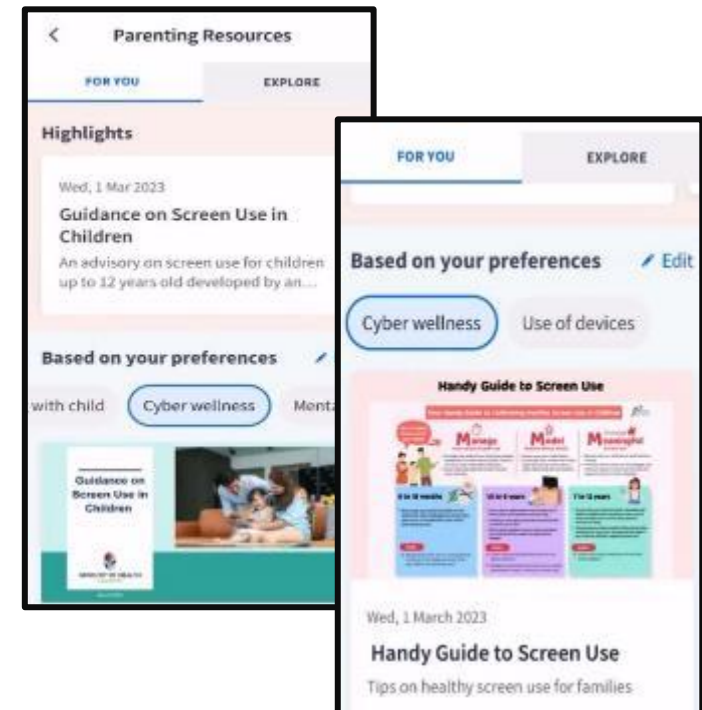
A. Parent Kit



B. Bite-size tips and advice via Parentingwith.MOEsg Instagram



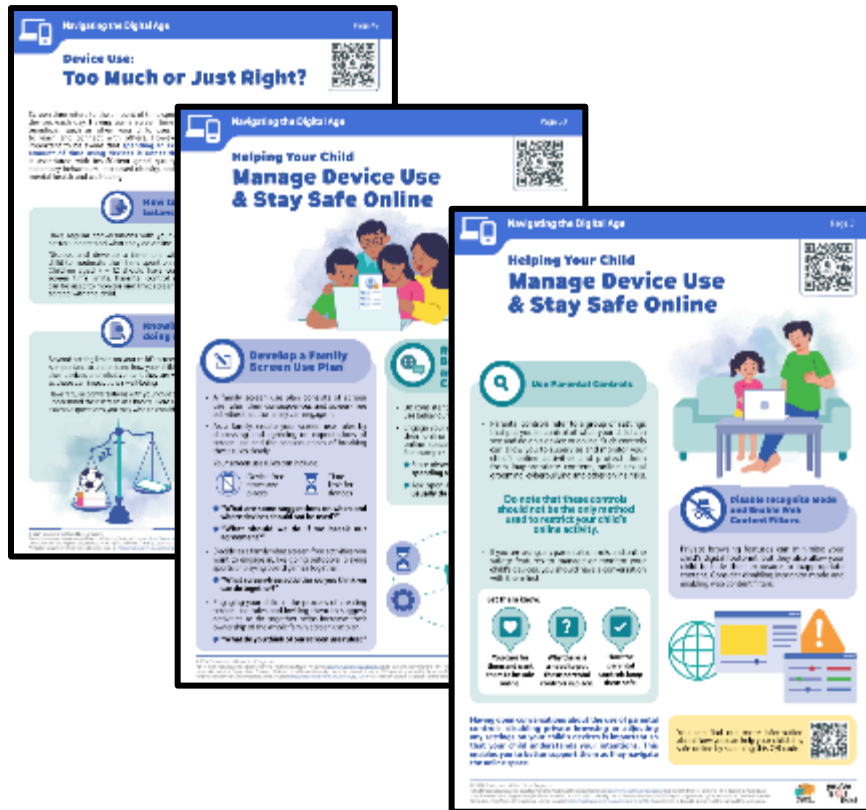
C. Resources from MOE and other agencies (available on resources repository in Parents Gateway)



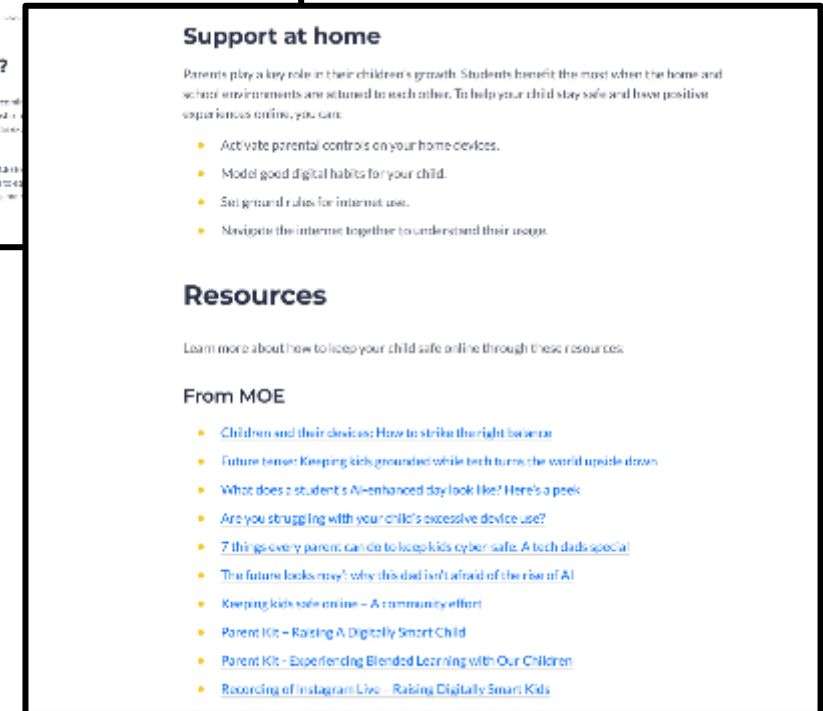
Supporting Resources

D. Parenting for Wellness Toolbox for Parents

The following extracted quick tips and strategies have been shared to you via Parents Gateway. Click on the pink header to download the full suite of resources of the Toolbox.



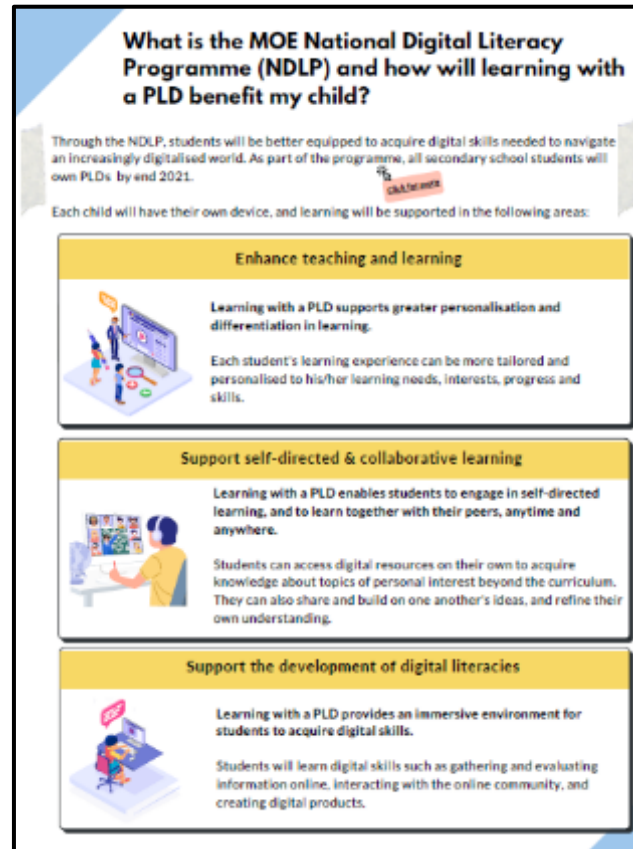
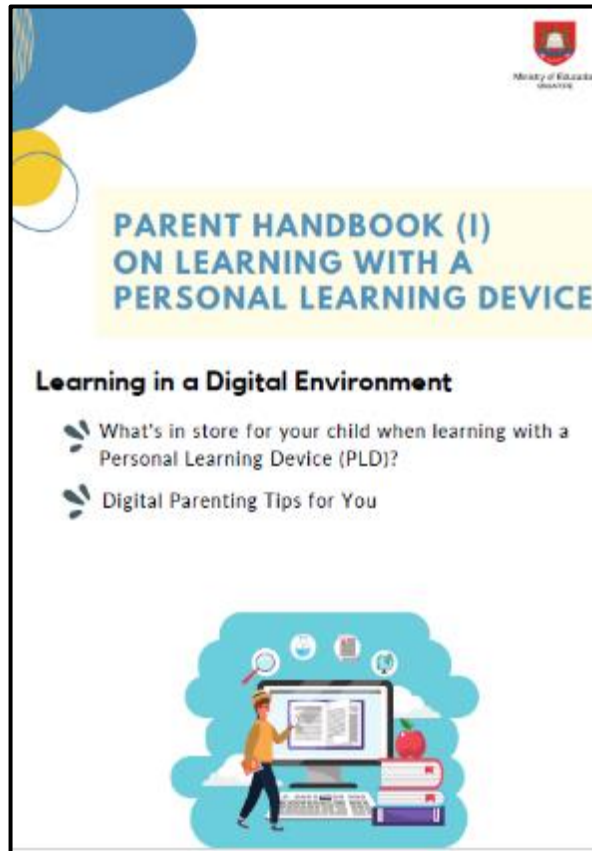
E. More resources are available via MOE Cyber Wellness Webpage



Supporting Resources

F. Parent Handbooks (I) and (II) on Learning with a Personal Learning Device

These Handbooks provide tips on supporting your child in the use of PLDs for learning and are shared via the PG notification together with the letter to purchase PLDs.



Data Collected by the DMA

1. The DMA does **NOT** collect any of the following data:
 - Login IDs and passwords entered into websites or into any applications
 - Actions performed (e.g. posts, online comments, items added to a shopping cart, etc.) when visiting websites and using apps
 - Documents and photos stored in the PLDs
 - PLD location
 - Webcam videos and microphone recordings
2. Parents may request corrections to their personal data (e.g. email addresses, names) by contacting the school, in accordance with the Personal Data and Protection Act (PDPA).

Data Security

- All user data collected through the DMA will be stored in secure servers managed by appointed DMA Vendors with stringent access controls and audit trails implemented. The DMA solutions used are cloud-based Software-as-a-Service (SaaS) solutions and are trusted solutions that have been operating for many years. They have also been subject to regular security review and assessment by independent reviewers.

Data Security

- DMA solutions have sufficient security robustness to ensure data collected are properly stored and protected. MOE will also subject the DMA Vendors to regular audit on the security of the system based on tender requirements.
- To prevent unauthorised access, DMA Administrators and DMA Vendors will be required to access their accounts using 2-factor authentication or the equivalent to ensure proper accountability for information access and other activities performed. There will be regular account reviews and audits for DMA Administrators' and DMA Vendors' accounts.

Device and Funding Information

Yuying Secondary School's PLD



Intel Celeron N250

8GB RAM, 128GB eMMC

Screen Size - 11.6"

Weight - 1.3kg

The school will be using the **Acer Chromebook Spin R857TN(Enhanced)** for teaching and learning.

Total cost of the bundle includes 3-year warranty and 3-year insurance with GST:

\$613.60

Yuying Secondary School's PLD



The school chose the device because of:

- Portability
- Durability
- Teaching & Learning Affordances

Intel Celeron N250

8GB RAM, 128GB eMMC

Screen Size - 11.6"

Weight - 1.3kg

PLD Bundle

Device Bundle includes

- Acer R857TN
- Mouse, Stylus Pen and Bag
- Insurance and Warranty

Your child's/ward's PLD will come with the **Base/Enhanced Device Bundle** which includes*:

- 3-year warranty and
- 3-year insurance (which includes 2 repairs or 1 replacement claim)
- Please note that the price of the PLD Bundle may appear to be higher than similar models on the retail market as the price of those devices usually does not include extended warranty and insurance coverage.

Insurance Coverage

The package includes a 3-year warranty, and 3-year insurance* which includes:

Insurance Coverage	Claimable
<ul style="list-style-type: none">• Fire• Lightning• Power Surges• Accidental e.g water spillage, drop etc• Theft due to forcible entry• Robbery <p>* Accidental loss will not be covered by insurance.</p>	<p>*2 repairs or 1 replacement claim (3-year insurance)</p>

Technical Support for Students' Devices

Technical support will be provided to students through:

- Service Desk set up in school during breaks and after school on a weekly basis
 - Troubleshooting of device issues
 - Solve connectivity issues
 - Collection of devices to be sent for repairs
- Acer's service centres
 - Repair of devices (hardware issues)

Funding Support for Singapore Citizen (SC) Students

- **The cost of the device bundle can be paid using your child's/ward's Edusave account**, after setting aside provision for payment of miscellaneous fees.
- To ensure the affordability of devices, MOE has provided additional Edusave top-ups of \$200 in 2020 to 2022, and \$300 in 2023, to all eligible Singaporean students in primary and secondary schools.
- This is on top of the annual \$290 credited into the Edusave account for Secondary School students and \$230 for Primary School students.

Funding Support for Singapore Citizen (SC) Students

- For SC students who are on MOE Financial Assistance Scheme or whose family's monthly income meets the following criteria:

Gross Household Income (GHI) \leq \$3,000, or

Per Capita Income (PCI) \leq \$750

MOE will subsidise 50% of device bundle cost or \$350, whichever is lower.

- The remaining amount will be payable from the students' Edusave account. If there is insufficient balance in the students' Edusave account for the remaining amount, MOE will provide additional subsidy so that the cash out-of-pocket (OOP) is \$0.

Funding Scenario: Student A (SC)



**Acer R857TN
Chromebook
\$613.60**

Student A (SC on MOE FAS) GHI ≤ \$3,000 or PCI ≤ \$750	
Device Bundle Cost	\$613.60
Student Subsidy (50%)	\$306.80
Available Edusave Balance <i>(After setting aside for misc fees)</i>	\$200.00 before deduction \$200.00 will be deducted
Additional Subsidy	\$106.80
Cash Out-of-pocket	\$0.00

For more details on financial assistance, please approach the school.
Each student would receive a personalised bill subsequently.

Funding Support for Singapore Citizen (SC) Students

- For SC students whose family's monthly income is:

$\$3,000 < \text{Gross Household Income (GHI)} \leq \$4,400$, or

$\$750 < \text{Per Capita Income (PCI)} \leq \$1,100$

MOE will subsidise 30% of device bundle cost or \$200, whichever is lower.

- The remaining amount will be payable from the students' Edusave account. If there is insufficient balance in the students' Edusave account for the remaining amount, MOE will provide additional subsidy so that the cash out-of-pocket (OOP) is not more than \$50.

Funding Scenario: Student B (SC)



**Acer R857TN
Chromebook
\$613.60**

Student B (Non MOE-FAS SC from lower income family) \$3,000 < GHI ≤ \$4,400 or \$750 < PCI ≤ \$1,100	
Device Bundle Cost	\$613.60
Student Subsidy (30%)	\$184.10
Available Edusave Balance <i>(After setting aside for misc fees)</i>	\$200.00 before deduction \$200.00 will be deducted
Additional Subsidy	\$179.50
Cash Out-of-pocket	\$50.00

For more details on financial assistance, please approach the school.
Each student would receive a personalised bill subsequently.

Funding Support for Singapore Citizen (SC) Students

- SC students whose family's monthly Gross Household Income (GHI) > \$4,400 or monthly Per Capita Income (PCI) > \$1,100, no subsidy will be provided. Parents/Guardians can use their child's/ward's Edusave or cash to defray the device bundle cost.

Funding Scenario: Student C (SC)



**Acer R857TN
Chromebook
\$613.60**

Student C (Not Eligible for Subsidy) GHI > \$4,400 or PCI > \$1,100	
Device Bundle Cost	\$613.60
Available Edusave Balance <i>(After setting aside for misc fees)</i>	\$200.00 before deduction \$200.00 will be deducted
Cash Out-of-pocket	\$413.60

For more details on financial assistance, please approach the school.
Each student would receive a personalised bill subsequently.

What's Next?

Parental Consent for Procurement

1. Parents can access the **Parental Consent for the Purchase of Personal Learning Device (PLD)** via a Parents Gateway (PG) notification* that will be sent to you on 18 April.
2. Parents who want to use Edusave funds for the PLD (for Singapore Citizens students only), please submit the online Standing Order Form via this link: <https://go.gov.sg/edusaveformsgso> by 25 April.

* Parents/Guardians without access to PG can request for the hardcopy letter via your child's/ward's form teacher.

For Singapore Citizens (SC) Students

Time Frame	Activity
18 April to 25 April	1. Submit: <ol style="list-style-type: none"><li data-bbox="896 501 2211 611">a. consent to PLD purchase via in the PG notification which includes the following:<ul style="list-style-type: none"><li data-bbox="996 629 2142 675">• Intent to Purchase Personal Learning Device (PLD);<li data-bbox="996 694 2010 739">• Authorisation Form for the Collection of PLD<li data-bbox="896 753 2262 929">b. the Standing Order (SO) for the use of Edusave Account via https://go.gov.sg/edusaveformsgso (for Singapore Citizen students only)<li data-bbox="896 943 2239 1053">c. Parents without access to PG can submit their consent via hardcopy.
May (tentative)	Collection of devices by students

For Permanent Residents / International Students

Time Frame	Activity
25 April – 6 May	1. Submit consent to PLD purchase which includes the following: <ul style="list-style-type: none">• Intent to Purchase Personal Learning Device (PLD);• Authorisation Form for the Collection of PLD
19 May – 23 May	Parent/Guardian to make payment via Giro/PayNow
May (tentative)	Collection of devices by students

Collection of Devices

Your child/ward will be collecting his/her device in school by term 3

If you would like to verify the condition of the device during collection with your child/ward:

- You may arrange to collect the device **at the vendor's service/collection centre*** or appoint an adult proxy to do so.
- Your child/ward would need to bring the device to school and arrange for the school's IT department to install the DMA.

Please approach the school for further advice or clarification if you would like to make this arrangement.

* Parents/Guardians (or adult proxy) will **not** be able to collect the PLD from the school.

Important Contacts / Helplines

To access / find out more about...	Contact / Helpline
This deck of slides	https://www.yuyingsec.moe.edu.sg/useful-links/For-Parents/National-Digital-Literacy-Programme/
Edusave balance	6260 0777
Financial assistance	62827968

Thank you





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