Guidelines for Responsible Use of Google Apps for Education for students:

Students grades 4-12 and selected groups of younger grades are assigned an account which will have access to Google App accounts (INSIDE AND OUTSIDE THE DISTRICT) email accounts. Under FERPA a student's information is protected from disclosure to third parties if requested in writing by parents.

- **Acceptable conduct**: Please refer to the ROISD Technology use Policy.

- **Access and Use**: Access to and use of Google Apps for Education is considered a privilege subject to the discretion of ROISD. The District maintains the rights to immediately withdraw the access and use of these services, including email, when there is reason to believe the violations of the law or District policies have occurred. In such cases, the alleged violation will be referred to a campus administrator for further investigation.

- **Security**: ROISD cannot guarantee the security of electronic files located on Google systems. Although Google Docs has a powerful content filter in place for email, the District cannot assure the users will not be exposed to unsolicited information.

- **Privacy:** The general right of privacy will be extended to the extent possible in the electronic environment. ROISD and all electronics users should treat electronically stored information in individual's files as confidential and private. However, users of student email are strictly prohibited from accessing files and information other than their own. The District reserves the right to access the Google systems when there is reasonable suspicion that improper use according to the District Acceptable Use Policy has occurred.

Red Oak ISD

To learn more about Google Apps for Education go to:
http://www.google.com/enterprise/apps/education/
For additional questions, please email
curriculumdept@redoakisd.org

What's exactly is Google Apps for Education?

ROISD is Going Google

We are pleased to announce Red Oak ISD has set up Google Apps for Education for our teachers as well as 4th-12th grade and selected groups of younger students. This system, powered by Google, will provide Gmail to our schools, as well as a suite of other Google tools such as Google Docs, Drive, Sites, and Calendar that will enable students and teachers to better communicate, share, and collaborate. We will be joining over 8 million other students and teachers who are already using Google Apps at schools around the world.

We are excited to offer Google Apps as it represents an important step towards developing a 21st century approach to curriculum and learning. These tools will support the high levels of collaboration that are required in today's classroom to prepare students with the communication and collaboration skills they're going to need.

Email

The Google email can be accessed from any web browser. It is managed by ROISD and filtered for inappropriate content and spam. It houses 25GB of storage. Students' emails will not be made public, nor will Google be provided any personal information.

Docs

The online docs set includes word processing, spreadsheets, forms, and presentations similar to Microsoft Office products. Students and teachers can create and edit their work through any web browser at school, home, or on the go with an internet connection. The documents can be shared with other students for collaborative group projects and with teachers for feedback and grading. It also has a revision history to return to a previous version.

Drive

The Google Drive has 30GB of cloud-based storage for files allowing students and teachers to store and collaborate, and turn in assignments electronically. These files can be accessed from any web browser with internet access on a portable storage device to carry with you.

Calendar

Calendar is an online calendar to organize schedules and daily assignments and reminders.

Sites

Sites is a website design tool which can be used for projects and ePortfolios.

Examples of student use include:

- Showcasing class projects
- Building an electronic portfolio of school learning and experiences
- Collaboration on projects and presentations with others
- Maintaining schedule of assignments and due dates
- Submitting assignments for grading/feedback

Google's Commitment to the Education Domain:

Google Apps for Education includes dozens of critical security features specifically designed to keep your data safe, secure, and in your control. **Your data belongs to you**, and Apps tools enable you to control it, including who you share it with and how you share it. Google's data center network provides exceptional security and reliable access to your data, 24x7x365. http://www.google.com/enterprise/apps/education/benefits.html#security