

# Google Apps for Education: Frequently Asked Questions

## About Google Apps for Education

### What is Google Apps for Education?

Republic Schools Google Apps for Education (GAFE) is an integrated communication and collaboration solution, hosted by Google and managed by Republic Schools. GAFE will provide the ability for Republic students, faculty and staff to communicate, store files and collaborate on documents, spreadsheets, and presentations in real time from school, work, or home, all within a secure “closed campus” online environment.

### How will it be used?

Google Apps will provide the ability for students and teachers to store files and collaborate on documents, spreadsheets, and presentations in real time from school or home within a “closed campus” online environment. The use of these tools is optional, and intended to provide an approved and supportable alternative to “consumer” Google accounts.

### What can my student/child do with Google Apps?

Students will have easy access to their documents, spreadsheets, and presentations within Google Docs. In addition, students will have additional storage for other files they may need to use between home and school.

As the use of Republic Schools Google Apps continues, there may be other features that are added within Google Apps for Education. You will be informed about any significant changes to the tools your student is using in the secure school district environment.

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## Costs and Fees

### How much is Republic School District paying for this?

Google Apps for Education is a free service.

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## Computer Access

### What if I don't have a computer, how is my child going to get to use it?

The use of Google Apps for Education is part of the instructional program and students have many opportunities to work in their Google Apps account during the school day. Because Google Apps for Education is safe and web based, it can be accessed from the public library or other places where computers are available.

### Should I get my child their own computer?

The use of Google Apps for Education does not require students to have their own computer or any other personal device. That is an individual family decision.

### How will my child access Google Apps for Education?

With teacher guidance, students must first activate their GAFE account and set their password from a computer at school. Once the student has an active account, there are a variety of ways to log in:

- Go to [republicschools.org](http://republicschools.org) and log in using his or her GAFE username and password. The link can be found under “Quick Links.”
- Go to <http://www.google.com> and log in using his or her full GAFE mail address ([username@republicschools.org](mailto:username@republicschools.org)) and password.

## **Will my child be required to access GAFE at home?**

The instructional use of Google Apps for Education is optional, with decisions about GAFE in the classroom often made at the school level by teachers. Since GAFE is accessible from any device with access to the Internet, your child does have the opportunity to log in to his or her Google Apps account from home to access their information or work on their documents, and collaborate on shared documents with other students and/or their teacher.

## **Can my child e-mail me with this account?**

Many of the educational tools we are using now requiring our students to have a school email address to activate the tools, including being able to print on Chromebooks. For this reason, our students now have access to Gmail using their district GAFE account. While most communications and collaborations will continue to happen through Google Docs and Canvas (Secondary only), there will be times that students need to email. Emails outside of Republic Schools should only occur with teacher permission.

## **Do these apps work on an iPad or other tablet?**

Google Apps documents may be edited using a mobile browser.

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## **Parent Access**

### **Can parents use it?**

Google does not offer parent accounts for Google Apps for Education at this time. Only Republic district employees and students can access the district's Google Apps for Education.

### **Can I see what my child is doing on Google Apps?**

Will there be a Parent View account? No there is not a Parent View account. Parents are encouraged to explore Google Apps with their children by logging in together. You will be able to have your student log in to his or her student Google account at home and show you what they are currently working on in class, as well as items that have been "turned in" and commented on by the teacher.

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## **Privacy and Security**

### **Online security – How protected is my student from outside people?**

Republic Schools takes security and privacy of student information very seriously. Google Apps is not accessible by anyone outside of our district, so your student will be able to work and collaborate in a safe and secure online environment. Students must request teacher approval prior to sharing any documents with outside institutions.

### **What about Privacy?**

The Republic School District is responsible for protecting and safeguarding the confidentiality of student information. We have contracted with Google to provide access to Google Apps for Education to its users (students and staff) in a closed and secure environment that is not accessible by anyone outside of our district. Google Apps is governed by detailed privacy policy and security measures which the district has reviewed and is satisfied they appropriately protect the privacy of its users of these tools. Under our Terms of Service Agreement with Google, like our district, they are obligated to comply with FERPA regulations. Additional information about GAFE security & privacy may be found at <http://www.google.com/apps/intl/en/edu/privacy.html>.

### **What assurances has Google given our district that they will not collect data on my student?**

The Republic School District has a signed agreement with Google based on the terms of this agreement. [http://www.google.com/apps/intl/en/terms/education\\_terms.html](http://www.google.com/apps/intl/en/terms/education_terms.html) Please see Section 7. Google Apps for Education is compliant with the Family Educational Rights and Privacy Act (FERPA) and Children's Online Privacy Protection Act (COPPA.)

## Does my child retain copyright of their creations?

The same copyright rules apply to content in GAFE that would apply to any other creation, provided the student is the sole owner.

## What protection will the district provide so that my child is not accessing inappropriate content on the web?

There are no advertisements used with Google Apps for Education. GAFE is an online collaboration tool that is accessed using a web browser and requires a login and password.

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## Google Apps in the Classroom

### What apps are available and how can I expect my child's teacher to use them?

Google Apps for Education will provide students with secure and easy online access to documents, spreadsheet, presentation and communication tools that can be accessed easily from home or school and enhance teacher and student collaboration in the classroom and beyond.

Teachers can use Google Docs to facilitate group projects and use the history tool to see the level of participation of each student in a group. Teachers will be able to give feedback to students directly in documents shared with a teacher. Turning in assignments will be as easy as sharing the file in Google Docs with the teacher.

### What if another student deletes their work?

The owner of the work and district administration are the only people who can delete a document. Once a document is deleted, no one can access it, including those with whom it was shared.

### How will Google Apps reflect in their grade?

The use of Google Apps for Education will not in itself impact grades. Consult with your child's teacher/s about individual class requirements.

### Why is Google necessary for the students; can't the teachers just answer the students' questions?

The use of Google Apps for Education is another tool our district provides to help students and teachers communicate, collaborate, apply critical thinking skills, and work creativity. Teachers will continue to answer students' questions in the classroom. Google Apps for Education provide students an additional opportunity to ask a teacher question electronically, helping students learn to communicate in a real world environment.

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## Why Use Google Apps for Education?

### Why is the school system doing this?

"Digital Citizenship" and "21st Century Skills" are concepts which help teachers, technology leaders and parents to understand what students/children/technology users should know to use technology appropriately. Digital Citizenship and 21st Century Skills are more than just a teaching tool; using these tools can be a way to prepare students/technology users for a society full of technology. Too often we are seeing students as well as adults misusing and abusing technology but not sure what to do. The issue is more than what the users do not know but what is considered appropriate technology usage.

- <http://www.digitalcitizenship.net/>
- <http://www.p21.org/index.php/>

### What is the value of Google Apps for Education (GAFE)?

Classroom collaboration--students and teachers can open and edit their documents quickly. Google Docs lets users be productive at school, at home, and even on their mobile phones. Because Google Docs runs in a web browser, students can work from almost any family computer without having to purchase new software. Easily upload and share files Google Docs works on PC, Mac, and Linux computers, and supports popular formats such as .doc, .xls, .ppt, and .pdf. Files stored on Google Docs are always accessible and backed-up online. Google Docs' commenting feature is ideal for instructor and collaborator feedback. Revision history allows users to review document edits over time.