

## **Students in an iPad Class - Important Questions and Answers**

By school conference resolution, students in grades 7 through Q1 (as of August 2023) will be taught as iPad grades. For this purpose, each family is requested to purchase an iPad for their child at the end of the 6th grade. Appropriate information will be given out on this during this period. The most frequently asked questions and answers are compiled below.

### **Where can I find important information about the iPads (notes, instructions, videos, ...)?**

The school's homepage ([www.couven-gymnasium.de](http://www.couven-gymnasium.de)) contains the latest information about the iPad classes. You can find it there under School -> Media Supported Learning and Media Education -> iPad Classes.

### **Where can I buy my new iPad?**

Our school cooperates with the company "Gesellschaft für digitale Bildung" (GFDB) in Cologne ([www.gfdb.de](http://www.gfdb.de)). As one of the few Apple education partners in Germany, it is authorized to make special offers for schools, handle purchases, etc.. Therefore, the easiest way is to buy the iPad there via the store or personal contact with responsible persons on site (mail to [koeln@gfdb.de](mailto:koeln@gfdb.de)). It is important to mention the name of our school and the purpose of use in the context of the iPad years. Our current model is the iPad 2021 (9th generation) with 64 GB memory. However, other models of the iPad may also be purchased. Through the school, you will receive 200 GB of free iCloud storage in conjunction with your Apple ID. If the current order window for our school is open, there is the possibility to choose from different educational packages. Here the iPad is combined with different cases, pens, a free-standing insurance offer etc.. The pen can also be purchased from another vendor if necessary. Through the number of iPads purchased, the GFDB is able to provide special conditions or goodwill in cases of damage, etc.. A lifetime license of the administration software JAMF must be purchased with each iPad in order to be able to administer the devices appropriately from the school side. This license is always included in the educational packages.

An iPad purchased from another provider must always be suitably configured by the school to install JAMF's management profiles before it is used in school. This process is associated with a cost of 25€ for the JAMF license (see also next paragraph).

### **I already own an iPad - can I use this and if so, what do I have to do for this?**

In general, all iPads from the 6th generation onwards (iPad 2018 or newer) can be entered into the system, regardless of storage space, etc. The school is responsible for registering the device in the school's online administration system JAMF. To do this, the device must be submitted to the school by the family with sufficient lead time for the intended use after appropriate data backup, so that it receives a specific profile and is deposited in our administration software (DEP registration). Subsequently, apps can be assigned by the school, blocking mechanisms can be enabled in class, and more. Connected to the online administration is the purchase of a JAMF lifetime license from GFDB for 25€, which is done by the school.

For more details about this process, please contact Mr. Buhr ([buhr@couven.de](mailto:buhr@couven.de)).

### **What accessories are necessary or recommended by the school?**

The school strongly recommends the purchase of a shatterproof case. Furthermore, an iPad pencil is mandatory so that handwriting can be trained further. This pen does not have to be the original Apple Pencil (1st generation). Suitable and less expensive alternatives are offered through GFDB or elsewhere.

### **Can I borrow an iPad from the school?**

So far, it is and always has been possible to borrow an iPad with case and charger from the school in cases of damage or justified non-acquisition by the family. Here we explicitly point out that the model of the iPad years adopted by the school conference generally provides for a privately purchased iPad! Otherwise, the school cannot generally provide the necessary devices across the board. Should a loan device become necessary in exceptional cases (e.g. financial circumstances, case of damage, etc.), please contact the school administration ([goeb@couven.de](mailto:goeb@couven.de)) or Mr. Buhr ([buhr@couven.de](mailto:buhr@couven.de)). When borrowing an iPad, the school distinguishes between the issue of school-owned and municipal devices, which are administered differently by the school. Please contact the responsible persons for details (see above).

**Can I borrow a pen from the school?**

An iPad pen can only be borrowed from the school in exceptional cases (financial situation), provided the school has sufficient pens.

**Which Apple ID can I use?**

Every privately purchased iPad can be operated with any Apple ID within the scope of school use. Through the school, each student receives a so-called managed Apple ID, which gives the student access to 200GB of free iCloud storage. No installation of apps is possible with this ID! If one wants to make this possible, one needs a private Apple ID (to be obtained at [appleid.apple.com](https://appleid.apple.com)), with which one must at least log in to the app store on the iPad. Many students do this, they are generally logged in on the device with the school Apple ID, but in the app store with the private Apple ID.

If one does not want to use a private Apple ID, the school must install desired apps (used for the school) on the device. If these are chargeable, the money for this must be paid to the school in advance. Unfortunately, it is not possible for the license for the app to pass to the families later. Parents thus cede the license to the school when the child leaves.

**What should be considered when setting up a new iPad for the first time?**

Once the device has been correctly configured by the GFDB and the school administration has been given the opportunity to take the necessary steps, the device can be booted. Prior to this, the student should have received all school Apple ID information. Separate instructions for booting up the iPad for the first time can be found on the above homepage.

**My iPad is broken - What should I think about?**

If the iPad is broken, please always inform the school first (Mr. Buhr at [buhr@couven.de](mailto:buhr@couven.de) or Mrs. Schäfers at [shst@couven.de](mailto:shst@couven.de))! Otherwise, it is possible that when the iPad is exchanged for a new device (often done by Apple or the GFDB), it does not show up correctly in the school administration and thus no profiles, apps, etc. are installed on the device, which makes further work with the device in the school much more difficult and subsequently means significantly more work for all involved.

At the same time, in the event of hardware damage, the company from which the device was purchased must be contacted. If this is GFDB, contact must be made via [koeln@gfdb.de](mailto:koeln@gfdb.de). For most damages, this will be handled there via the GFDB's claims portal. It can be found at <https://gfdb.smartsupport.de>.

After receiving back a damaged device, it is essential to inform the administration of the school before the first start to ensure that the device is properly reintegrated into the administration software.

**My child is leaving school - What to consider?**

If a child leaves the school, the iPad is removed from the school administration. To do this, it must be manually removed from the environment by the administration. Therefore, please inform an administrator immediately if your child leaves the school. If the device is removed from the administration, the child's school AppleID will also expire and thus the associated cloud storage. So please save all the data you want by logging onto [icloud.com](https://icloud.com) on a computer, for example, and backing up the files locally.

If the iPad used is a loaner device, please return it to the administration before leaving the school without being asked, together with the issued accessories.

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**Key contacts:**

Society for Digital Education ([www.gfdb.de](http://www.gfdb.de), [koeln@gfdb.de](mailto:koeln@gfdb.de))

Michael Göbbels, Headmaster of Couven Gymnasium Aachen, [goeb@couven.de](mailto:goeb@couven.de)

Henning Buhr, Administration ([buhr@couven.de](mailto:buhr@couven.de))

Stefanie Schäfers, Administration ([shst@couven.de](mailto:shst@couven.de))