

TECHNOLOGY NEWS

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COMPUTER DONATIONS

Westerly Public Schools Technology Department has about 30 computers that are no longer serviceable for our purposes that can be donated to families of need within the community. These Dell computers will come with a monitor, keyboard, and mouse for a complete home set up. All computers run on the Google Operating System, so there are some limitations to their use. You cannot download typical programs to the computer eg Microsoft Office. These computers will be able to use Google Chrome and the suite of tools that Google

offers including Gmail, Google Docs, Google Drive, Google Spreadsheets, and any Apps and Extensions available on the Chrome Web Store.

Computers will be given out on a first come first serve basis. Please reach out to Tia Emard at 401-315-1551 or

temard@westerly.k12.ri.us to set up a date and time to receive a computer.



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WELCOME FERGUS MILTON, INTERIM DATA ANALYST/SUPPORT

Hiring Fergus Milton, a modern day Renaissance Man, has been a great fit for our department. His background in Informational Technology is extensive and includes both financial institutions and secondary educational institutions. In the United Kingdom Fergus was the technical lead for his college's student records system, and implemented commercial software for parental communications.

In his spare time Fergus has been a teacher, Events Coordinator at a world famous heritage attraction (Butser Ancient Farm), and is a metal worker skilled in prehistoric techniques.

Hired as an interim substitute, Fergus will be staying with us throughout the transition process to Skyward.



GOOGLE TIPS AND TRICKS: FILE SHARING

The Google Drive service is intended to provide faculty and staff with a means to share documents and data among other authorized faculty and staff as well as third parties with a legitimate need to view and/or edit those materials. However, at no time should materials containing confidential or private information be shared on Google Drive. Such information includes, but is not limited to: • Health Information, including Protected Health Information (PHI) and any data covered under the Health Insurance Portability and Accountability Act (HIPAA) • Any data covered under the Family Educational Rights and Privacy Act (FERPA) • Passport and visa numbers • Export controlled information under U.S. laws (i.e. any data that must be stored on

devices located within the United States) • Criminal investigations, Police records and evidentiary materials • Trade secrets and proprietary commercial or financial information obtained from any source • Documents subject to attorney client privilege • Administrative or technical information regarding computer hardware, software and networks which would jeopardize computer security • Emergency or security information for any building that would jeopardize security of the building or persons therein • Information that would give an advantage to competitors or bidders • Information required to be kept confidential by court order • Social security numbers, credit card numbers, unlisted telephone numbers, and driver's license numbers • Stu-

dent records, grievance or disciplinary proceedings • Personal financial information, including checking or investment account numbers • Driver's License numbers • Student directory information that a student has requested not to be disclosed • Student and employee ID numbers (CWIDs) combined with full names and/or birth dates • NetID usernames or other account names combined with unencrypted password string,

For a guide on how to manage shared settings in Google Docs please click here:

[Sharing Settings](#)

SKYWARD UPDATES

Skyward Skyward Skyward! If you have had the chance to login into Skyward, you will see that it offers a wide range of user preferences, custom forms, data mining, and more! Ever feel that MMS was lacking something, or a fea-

ture was more clunky than it should be? Fortunately for us, we are transitioning into a new student management system, Skyward. It offers the ability to create and share custom forms that can be generated and filled with virtually any piece of

information available in the system. Please continue to log into the Professional Development Center for training modules. If you have any questions, any at all, please never hesitate to email me at: msujka@westerly.k12.ri.us

<https://www.skyward.com/>