

**National Digital Literacy
Programme
Briefing for Parents**

The National Digital Literacy Programme (NDLP)

Digital technology is becoming increasingly pervasive in jobs, workplaces and society.

The NDLP was launched in March 2020 to make digital learning inclusive by equipping students with the digital literacies to be future-ready.

The National Digital Literacy Programme (NDLP)

The NDLP aims to equip our students with Digital Literacies.

Digital Literacies better enable our students, at different stages of their education journey, to acquire the digital skills required to navigate the digital age through four mutually reinforcing components in the **'Find, Think, Apply and Create' framework.**

The National Digital Literacy Programme (NDLP)

Through the NDLP, all secondary school students will **own a school-prescribed personal learning device (PLD)** by end 2021, Singapore Citizen students can use their **Edusave Account to pay for the PLD.**

The device will be used to facilitate an environment that **encourages personalised learning.**

Intended Outcomes of a Personalised Learning Environment

The use of the Personal Learning Device for teaching and learning aims to:



**Support the
Development of Digital
Literacies**



**Support self-directed and
collaborative learning**



**Enhance Teaching and
Learning**

**Learning with a
Personal Learning Device:
Our Programmes
Bukit Merah Secondary School**

How will your child use the Personal Learning Devices?

With 1 to 1 tech-enabled learning, to create a student-centric, engaging and stimulating teaching and learning environment which encourages Merahans to:

- taking ownership of their learning
- participating in collaborative learning
- extending their learning beyond the classroom



Device and Funding Information

Bukit Merah Secondary School's Personal Learning Device (PLD)



Pentium Quad Core N5030
processor, 8GB RAM,
128GB Storage,
11" Screen Size

The school will be using the
Acer TravelMate Spin B3
for teaching and learning.

Total Cost with GST:
\$499.60

Bukit Merah Secondary School's Personal Learning Device (PLD)



Acer TravelMate Spin B3

The school chose the device because of:

- Affordability
- Portability
- Durability
- T&L Affordances
 1. *Touch Screen*
 2. *Use of Stylus/Pen to write (Inking function)*
 3. *Typing using keyboard*
 4. *Video recording*
 5. *Multimedia editing*

Personal Learning Device Bundle*

Device Bundle

What it includes
<ul style="list-style-type: none">• Acer TravelMate Spin B3• Power Adaptor, Mouse, Carrier Bag, Rubber-tipped Stylus• Insurance and Warranty

Enhanced Device Bundle

What it includes
<ul style="list-style-type: none">• 3-year warranty and 3-year insurance• 2 repairs or 1 replacement claim

Funding Support for Singapore Citizen (SC) Students

- **The cost of the device bundle can be paid using your child's Edusave account**, after setting aside provision for payment of second-tier miscellaneous fees.
- To ensure the affordability of devices, **there was a one-time Edusave top-up of \$200 in April 2020** to support the purchase of the device
- This is on top of the **annual \$290** credited into the Edusave account for Secondary School students.

Funding Support for Singapore Citizen (SC) Students

- For students on MOE-FAS, subsidies are available even if there is insufficient Edusave balance. The cash out-of-pocket will be \$0.
- Subsidies will be provided for SC who need support, particularly those whose Gross Household Income (GHI) is below \$4,000 or Per Capita Income (PCI)# is below \$1,000.
- Application form for subsidies can be found on the school website.

#PCI is GHI divided by the number of household members.

Funding Support for Non-Singapore Citizen Students

- Permanent residents (PR) and international students (IS) who need support could apply for subsidies, particularly those whose Gross Household Income (GHI) is below \$4000 or Per Capita Income (PCI)# is below \$1000.
- Application form for subsidies can be found on the school website.

#PCI is GHI divided by the number of household members.

Responsible Usage of Devices

Supporting Students in the Responsible Use of the Devices

The school has in place some measures **to enable a safe and seamless learning environment for students**. The role of the parent is also key in partnering the school to support your child.

- A. Educating students on Cyber Wellness
- B. Device Management Application (DMA)
- C. Acceptable Use Policy (AUP)

Cyber Wellness Education

A. Educating students on Cyber Wellness

MOE has made significant changes to the Character and Citizenship Education. Cyber Wellness lessons will feature significantly in the CCE2021 lessons.

Topics covered in the Cyber Wellness lessons include:

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

Cyber Wellness Education

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

- Promoting a Peer Support Culture
- Creating CCE Whitespace
- Trained Specialised CCE Teachers

Cyber Wellness Education

In addition, through various programmes in school, students will continue to learn to be **respectful, safe, and responsible users of technology.**



Cyber Wellness Education

As parents, you can also play a part.

- Model good digital habits for your child.
- Know your child well, and have conversations with your child about safe and responsible use of technology.
- Set ground rules for internet use.
- Navigate the internet together to understand their usage.

Cyber Wellness Education

To support you in keeping your child safe online, you may refer to these resources:

- go.gov.sg/moe-cyber-wellness
- <https://beta.moe.gov.sg/programmes/cyber-wellness/>
- go.gov.sg/better-internet-sg
- sure.nlb.gov.sg/
- help123.sg

Supporting Students in the Responsible Use of the Devices

B. Device Management Application

Device management application (DMA) software will be installed on your child's device to provide a safe learning experience for your child, and to prevent misuse of the device.

The DMA will be **funded by MOE** and will be **uninstalled** from the device **when the child graduates/ leaves the school.**

*Installation of the DMA will be performed after the collection of the device.
Students will be guided on the installation.

Supporting Students in the Responsible Use of the Devices

C. Acceptable Use Policy (AUP)

Parents could refer to the AUP when helping to manage his/her child's use of the PLD. The AUP will help your child to **understand the expectations of device use to enable a conducive learning environment.**

It also **outlines the consequences** for violating the policy.

Bukit Merah Secondary School's Acceptable Use Policy (AUP)

Dear Student,

Computing devices and access to the Internet have become a necessity for work, play and learning in the 21st century. In order to ensure a safe and conducive learning environment, please abide by the rules stated in this Acceptable Use Policy Agreement.

This policy applies to all students in this school and the use of our school's ICT facilities, equipment and resources, as well as users' personal devices (e.g. mobile phones). ICT facilities, equipment and resources include the following, but are not limited to, school's internet network, IT Lab, hardware (e.g. laptops, tablets, computers), software (e.g. school's learning management system, productivity software, online tools) and peripherals (e.g. projector, scanner, camera).

General

1. Users are responsible for their personal devices. The school will not be held responsible for any damage, theft or loss of their devices. In the event of loss or theft of devices, users must make a police report and report the matter to the school.

Other sections include guidelines on Account, Email & Social Media, Intellectual Property and Device.

Violation of any policies, rules or administrative procedures may result in a temporary suspension or revocation of the student's account. The student may also face disciplinary action in accordance with the school's discipline policy.

Student: I understand and will abide by the Agreement.

Name: Class:

Signature and Date:

Parent: I have read the Agreement with my child. We have discussed and understood the Agreement.

Name:

Signature and Date:

What's Next

What's Next

For Singapore Citizens

Time Frame	Activity
18 Jan – 2 Feb	Submit Parental Consent for Purchase and Edusave Withdrawal
Mid Feb	Receive personalised bill and make payment if required
Term 2	Signing of Acceptable Use Policy (AUP)
Term 2	Collection of Devices

* Parents Gateway would be used to convey information and to facilitate the purchase.

What's Next

For Permanent Residents (PR) / International Students (IS)

Time Frame	Activity
18 Jan – 2 Feb	Submit Parental Consent
Mid Feb	Receive personalised bill and make payment if required
Term 2	Signing of Acceptable Use Policy (AUP)
Term 2	Collection of Devices

* Parents Gateway / Parents' Letter would be used to convey information and to facilitate the purchase.

Collection of Devices

Your child/ward will be collecting his/her devices **in Term 2.**

- Parents to submit the 'Authorisation Form' if you would like to appoint your child/ward to collect his/her device personally

Important Contacts/ Helplines

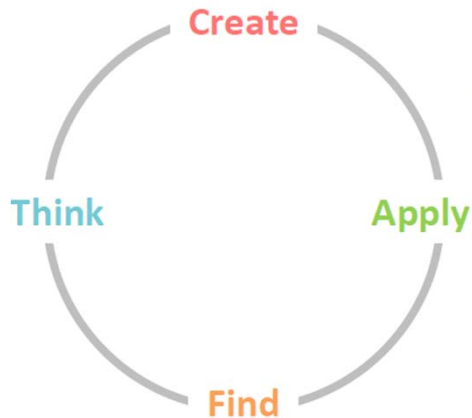
To access/find out more about...	Contact/Helpline
This deck of slides	https://bukitmerahsec.moe.edu.sg
Edusave Balance	6260 0777
Financial assistance available	6474 8934
NDLP / PDLP in BMSS	<p>Ms Huang Wen Qing (HOD ICT) huang_wen_qing@schools.gov.sg</p> <p>Mr Winston Seow (SH ICT) seow_xian_yi@schools.gov.sg</p>

THANK YOU

ANNEX

The National Digital Literacy Programme (NDLP)

The 'Find, Think, Apply and Create' framework:



Find	Critically gather and evaluate information from, and use digital resources in a safe, secure, responsible and ethical manner
Think	Interpret and analyse data, and solve problems
Apply	Use software and devices to facilitate the use of knowledge and skills in new contexts; keep up with technological developments
Create	Produce content and artefacts, and engage and collaborate with others digitally

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>	2 repairs or 1 replacement (3-year insurance)

Technical Support for Student's Devices

Technical support will be provided to students through:

- Class Representative
- Device Support Request Form (online)
- Service-desk set up in school after school on a weekly basis
 - ✓ Troubleshooting of device issues
 - ✓ Solve connectivity issues
 - ✓ Collection of devices to be sent for repairs
- Acer Computer (Singapore) Pte Ltd service centre
 - ✓ 29 International Business Park (1.1km from Jurong East MRT)
 - ✓ Repair of devices (hardware issues)