Dear ICS Parents and Families,

ICS is adopting a Bring Your Own Laptop (BYOL) Program for 2018-19.
Beginning on the first day of the 2018-2019 school year, all grade 9 through grade 12 students will be required to bring their own fully charged laptops to school each day.

A (BYOL) program is considered a growing best practice among independent schools in the US and among international schools worldwide. The adoption of the BYOL program is largely the result of two factors. First, the increasing cost of maintaining a high number of laptops for ICS students pulls money and resources away from our educational program. Second, we find that more and more students are coming to school with their own devices already.

Following are the recommended specs for laptops and an FAQ page that may answer any questions you might have. If, after reading the following information, you have any questions or concerns, or need help choosing a laptop, please email the IT Help Desk at help.desk@icsaddis.org

Specification for laptop that ICS requires a student to bring to school:
Tablets, Chromebooks or Smart Phones are not a substitute

Laptop minimum configuration is as follows:

Windows laptop: HP and Dell brands are recommended based on repair services, warranty and parts availability in Addis Ababa

a. Operating System: Certified Original Windows 10, Windows Enterprise, Windows Pro or Windows 10 Education Edition recommended (ICS will upgrade any non-Enterprise or non-Pro version of Windows to Windows Enterprise)
b. Screen Size: Minimum of 11", not recommended to go more than 15" for weight and durability
c. Memory/RAM: 8GB for best performance, minimum 4GB
d. Hard Drive (Storage): 128 GB minimum, flash or solid-state drive (SSD) for best performance
e. CPU: Intel Core i3 or Intel Core i5 processor, minimum - do not recommend Celeron processor
f. Wireless adapter: - 802.11a/b/g/n wireless network adapter minimum, 802.11 ac is also supported.
g. Condition: Machine must be in good working condition (no cracked screens, missing keys) and battery must hold a charge for one class period (90 minutes)
h. Earbuds or headset with microphone
i. Students must have administrative access with the ability to install software, remove software, and change all system settings

Apple laptop: MacBook, MacBook Air or MacBook Pro

a. Operating System: MacOS High Sierra (10.13)
b. Minimum screen size of 11", not recommended to go more than 15" for weight and durability
c. Memory/RAM: 8GB for best performance, minimum 4GB
d. Hard Drive (Storage): 128 GB minimum, flash or solid-state drive for best performance
e. Wireless adapter - 802.11a/b/g/n wireless network adapter minimum, 802.11 ac is also supported
f. Condition: Machine must be in good working condition (no cracked screens, missing keys) and battery must hold a charge for one class period (90 minutes)
g. Earbuds or headset with microphone
h. Students must have administrative access with the ability to install software, remove software, and change all system settings

ICS Recommends laptops which tend to be smaller in size and weight; screen sizes of 11" ,13" and 14" are recommended for durability and convenience.

In terms of Apple support, there is one authorized reseller / repair shop in Addis Ababa; however, repairs and parts tend to be very expensive. HP, Dell have support in Addis Ababa.

Student must purchase a laptop bag or backpack designed for a laptop to protect their device. Laptop sleeves are not acceptable.

Additional accessories that are recommended are:
- HDMI dongle
- Hard body case/protective case
- USB/flash drives
- Mouse
- External hard drive for backup purposes

Software:
ICS will provide the following software so students do not need to purchase:
a) Microsoft Office 365 (Word, Excel, PowerPoint)
b) Kaspersky Anti-virus

ICS Addis Bring Your Own Laptop (BYOL)
Frequently Asked Questions

1) Why is ICS changing from a school supplied laptop program to a Bring Your Own Laptop program in high school (HS)?

There are many factors that went into this decision, but the main reason is cost.
- Costs to purchase and maintain laptops at such large numbers continues to increase at high percentages year to year. This takes away funds from educational programs.
- Currently over 50% of ICS high school students already bring their own laptops, implementing the BYOL program in HS to start, is the least disruptive and employs the most responsible students.

2) My son/daughter currently has an ICS laptop in HS, do I have to buy a new laptop?

No, current high school students who are using an ICS laptop can continue to do so as long as they notify ICS in May when they receive a technology survey.

Incoming grade 9 students will need to bring their own laptop.

3) Can my HS student bring a tablet or Chromebook instead of a laptop?

No, ICS requires a laptop for school work; a tablet is a companion device that can be used along with a laptop if a student chooses but his/her primary school device must be a laptop. Chromebooks will not meet ICS requirements.

4) What happens if my student's laptop is lost, stolen or breaks during the school year?

ICS will have a limited number of "loaner laptops" that can be checked out and used for up to one month; the loaner laptop requires a 5000 Birr deposit, and an agreement signed by the parent and student that includes an end date for the loaner in the agreement. If an extended arrangement is required, the parent and student must meet with the Principal and Director of Technology for approval.

5) What technical support will the school provide?

ICS will continue to troubleshoot non-hardware related issues that students have with their laptops such as software installation issues, Wi-Fi connection issues and login issues. **ICS will not support hardware issues or have spare parts for laptops such as power adapters, screens, hard drives or laptop hinges**. ICS is exploring tech partnerships to have on-campus support from local companies to provide technical assistance for hardware.

6) Does this mean that students can use their laptops anyway they want?

No. All students will continue to sign in and be monitored on the ICS network according to the ICS Addis Responsible Use Agreement (RUP). Students and parents sign a RUP at the beginning of every school year.

7) What laptop models are recommended?

Please see BYOL Specifications section for full detailed information on the next page. However, we do recommend:
- **HP, Dell, Toshiba and Apple** brands have support in Addis Ababa. Based on our experience with students and laptops at ICS, Apple laptops tend to require less maintenance and last longer in terms of durability; however, repairs and replacement parts are more expensive. See here for full specs.
- Here is a good article regarding choosing the right laptop. https://www.cnet.com/news/tips-for-choosing-the-right-student-laptop/

8) What software will we need to purchase?

ICS will provide all required software for classes including MS Office software and Kaspersky Anti-virus software.

9) Who should I contact if I have questions?

For any questions or concerns, please email the IT Help Desk at help.desk@icsaddis.org