

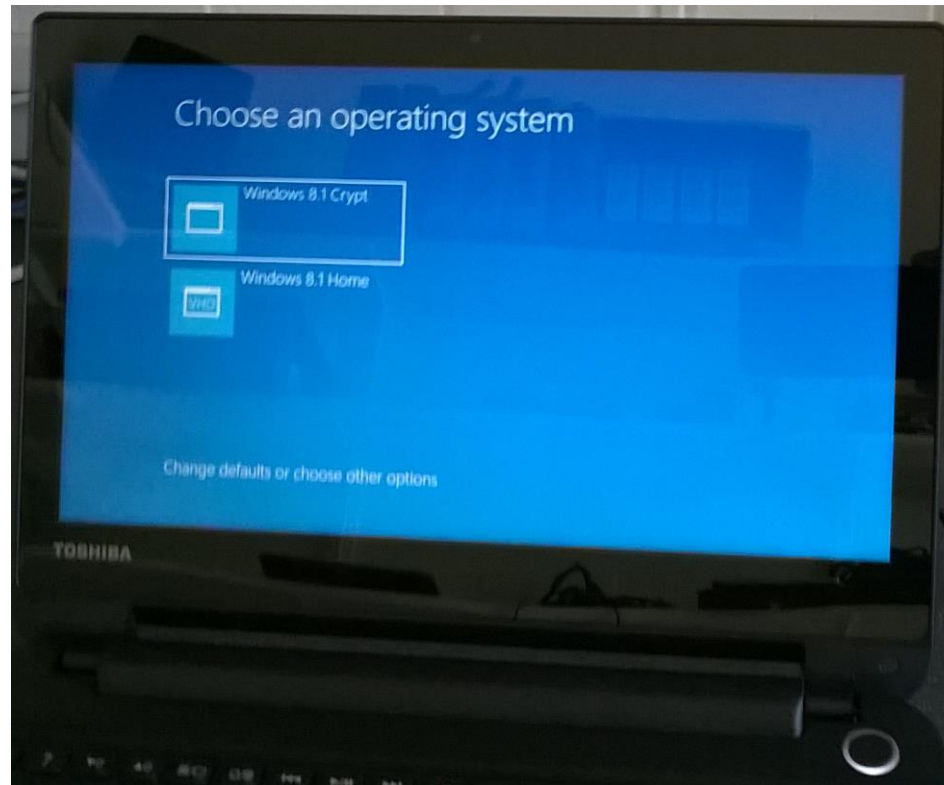
Students' Laptop Presentation

Things to cover.

- 1) How to use the laptop at home.**
- 2) How to use the laptop at school**
- 3) How to stay safe with your laptop**
- 4) Common problems with using the
laptop at school**
- 5) Troubleshooting at home**

1) How to use the laptop at home.

2 Modes – Home and Crypt



1) How to use the laptop at home.

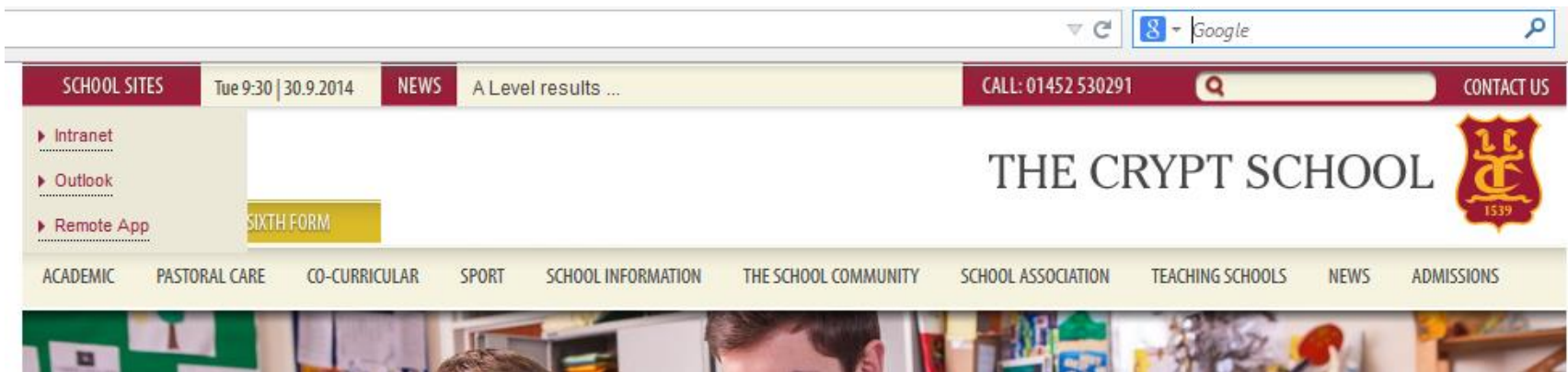
- If you are at home – use the home side.**
- You only have access to C & D drives at home.**
- If you use the Crypt side at home you will not have access to your Student H Drive or the Student Shared.**
- This is only accessible through remote access.**

1) How to use the laptop at home.

- If you are working on school work and using the D: Drive then make sure you back-it up and transfer it to the school's H: Drive as soon as possible.**
- Remember which Drive your work is being saved to – to avoid problems later.**

1) How to use the laptop at home.

- If you want to access the H: Drive from home



- Go to www.cryptschool.org and from the top left hand corner – select Remote App

1) How to use the laptop at home.

- Log in with username and password



The screenshot shows the 'Work Resources' login page. At the top left, there is a logo of a laptop with a green checkmark and the text 'Work Resources RemoteApp and Desktop Connection'. Below this, there are two input fields: 'Domain\user name:' with the placeholder text 'crypt\firstname.lastname' and 'Password:' with a masked password of ten dots and a visibility toggle icon. Below the password field, there is a 'Security' section with a link '(show explanation)'. It contains two radio button options: 'This is a public or shared computer' (unselected) and 'This is a private computer' (selected). A red warning message follows: 'Warning: By selecting this option, you confirm that this computer complies with your organization's security policy.' At the bottom right, there is a 'Sign in' button.

Work Resources
RemoteApp and Desktop Connection

Domain\user name:

Password:

Security ([show explanation](#))

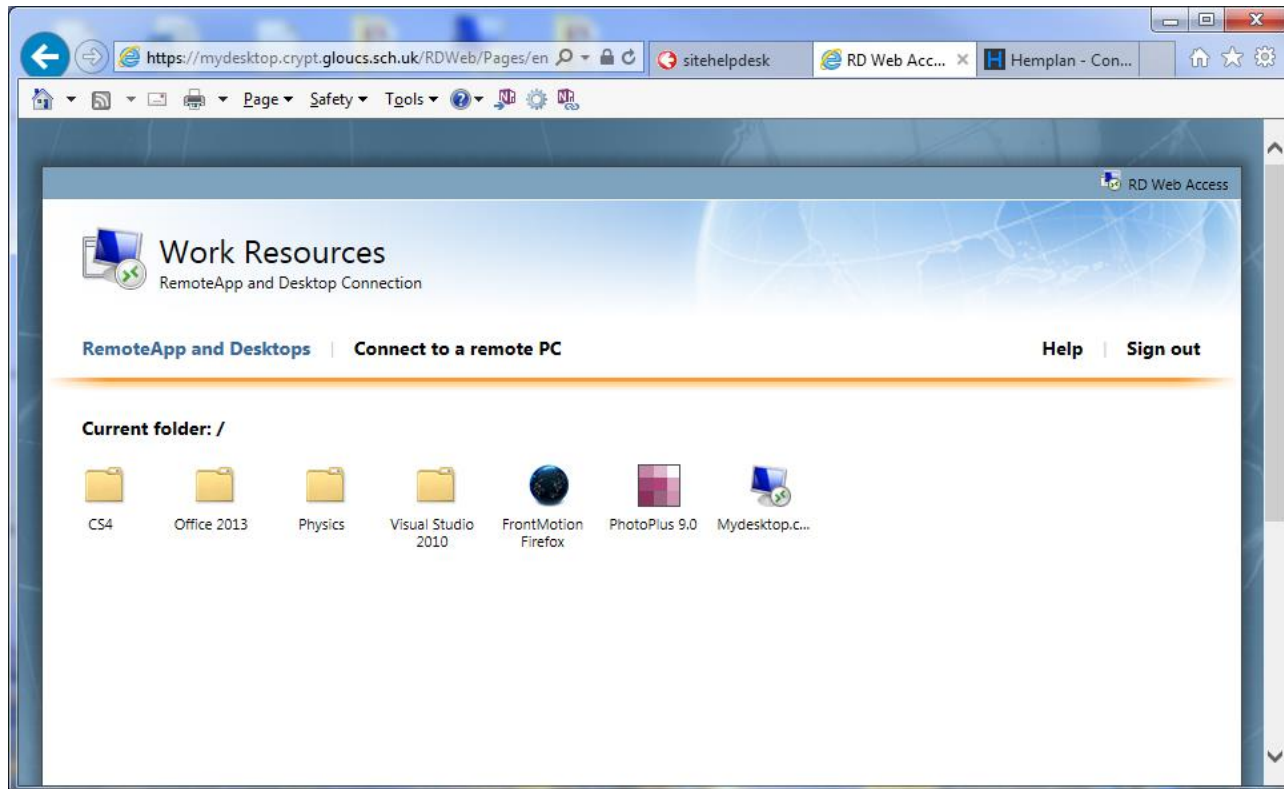
This is a public or shared computer

This is a private computer

Warning: By selecting this option, you confirm that this computer complies with your organization's security policy.

1) How to use the laptop at home.

- Choose from a number of options



1) How to use the laptop at home.

- This option connects you remotely to the Crypt Desktop.



Mydesktop.c...

- It will download an app on your machine which when you run will ask for your Username and password and remotely connect you to a Crypt Desktop.

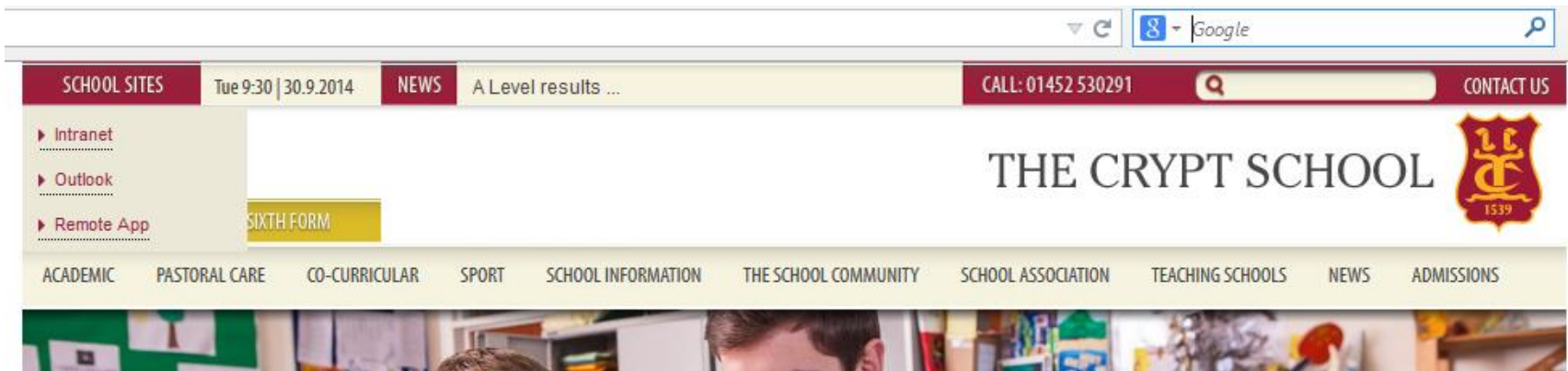
Things to cover.

1) How to use the laptop at home.

- You will now have access to the H: Drive as well as your local D: Drive**
- Remember which Drive you save your files on.**
- You will also have access to Outlook as if you were at school.**

1) How to use the laptop at home.

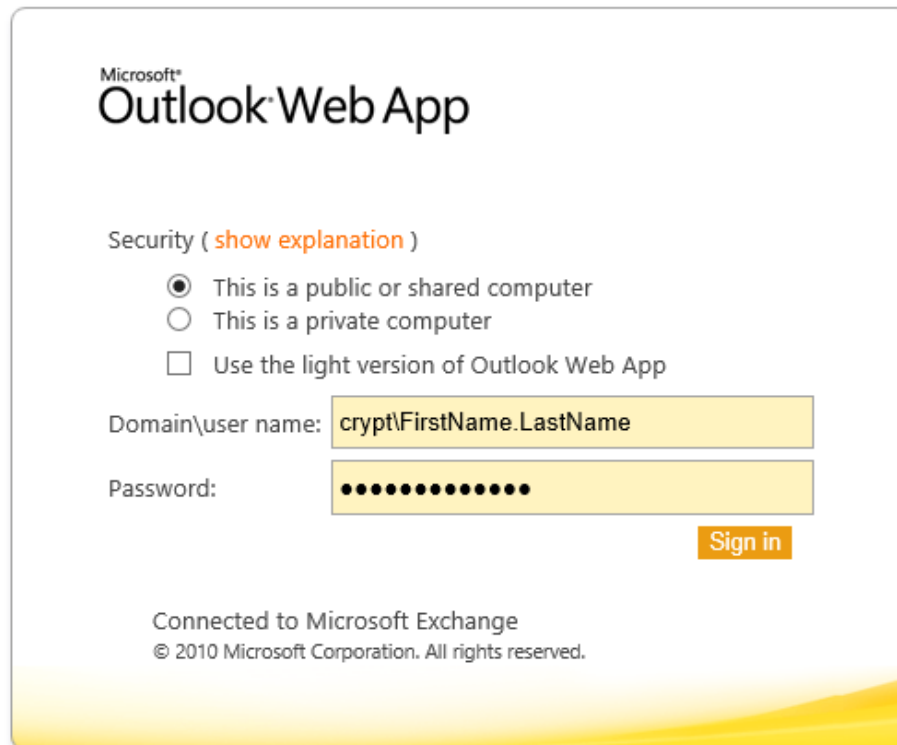
- To access outlook without using the Remote Desktop



Remote App

1) How to use the laptop at home.

- Enter in your username and password



Microsoft®
Outlook Web App

Security ([show explanation](#))

This is a public or shared computer
 This is a private computer
 Use the light version of Outlook Web App

Domain\user name:

Password:

[Sign in](#)

Connected to Microsoft Exchange
© 2010 Microsoft Corporation. All rights reserved.

2) How to use the laptop at school.

- Log in using the Crypt Account**
- You should have access to the H: Drive and your Local D: Drive.**
- Can copy files from one Drive to another. Use the H: Drive as your main drive for work as it is backed up regularly.**

2) How to use the laptop at school.

- Printer. Use the guide to connect to a printer at the school if you have not already done so.**
- Try and fully charge your laptop before bringing it into school.**

3) How to stay safe using your laptop.

- **When you have the cases – keep them in them all times to protect them**
- **Always try and close down your machine correctly through the shut down option on Windows**
- **Keep your laptops in your lockers at break and lunch unless you are using them.**
- **Do not use them as goal posts.**

3) How to stay safe using your laptop.

- Do not sign up to anything on the internet unless you have shown an adult first.**
- Parents – Use the Network Level filters. See hand-out for info on how to set that up.**
- When using the browser – disable popups – unless the site requires it for purposes you are aware of.**
- Do not click on any pop-up ads or competitions**
- Ensure your firewall is on at all times and that your virus-checker is uptodate**

3) How to stay safe using your laptop.

- **When using emails – do not open any attachments from mails you do not know the sender.**
- **Report anything suspicious, email or internet to an adult.**
- **Do not leave your laptop unattended.**

4) Common Problems when using the laptop at school.

- **Students not understanding where they are saving their files when working at home. Need to understand the difference between the drives and how they are accessed.**
- **Students not understanding where files are going to when downloaded**
- **Students forgetting their passwords.**
- **Cannot connect to the Crypt Site**
 - **Wireless connection down**
 - **Click on wireless symbol to reconnect**
 - **Make sure wireless is actually on.**

4) Common Problems when using the laptop at school.

- **Students unable to connect to printers**
 - **Drivers need updating**
- **Can't access internet.**
 - **Not connected to the wireless**
- **Restart the machine**
- **Other problems – contact the Technicians..**

4) Trouble Shooting at home

- **Can't remotely connect to Crypt**
 - **Check your own internet connection**
 - **Check that you have a good wireless signal on the icon in bottom right corner.**
 - **Reset your Router.**
 - **Problem might be Crypt side.**
- **Other problems – contact the Technicians. If you can take a screenshot of any error message that occurs it relevant. (Use PrtSc) button on the keyboard and paste it into an email or a word document to show the techs.**

5) Any other issues

- **ParentPay?**
 - **Need to activate your accounts**
 - **System will be used for correspondence as well as parents being able to pay for trips etc.**
 - **If you need a copy of their activation letter resent then email the school and one will be sent**

Where to Go?



I would like advice on...



[Home](#)

[Get Advice](#) ▲

[Concerned about your child?](#)

[How to get help](#) ▲

[Who are we?](#)

[Support tools](#) ▲

Protecting your children from abuse online

I need to report an incident

› [I need to report an incident](#)

I'm concerned about my child

› [I'm concerned about my child](#)

I'd like to understand more about keeping my child safe

› [I'd like to understand more about keeping my child safe](#)

The world changes. Children don't.

Any Questions?