



Yio Chu Kang Secondary School



National Digital Literacy Programme (NDLP) **Briefing for Parents/Guardians of Sec 1 Students** **15 Jan 2022**

National Digital Literacy Programme (NDLP) Briefing for Parents/Guardians

I believe I can inspire and influence my students, have a positive impact on their growth during the formative years.

Mr Pang Tiangul
Desmond
HOD/ICT



I believe in sparking curiosity in students' hearts and minds. Curiosity that inspires a deeper love for people and knowledge.

Mr Chin Pui Chuen
Brandon
SH/Digital Learning



YCKSS Digital Education Programme
Choice of iPad as the Personal Learning Device
Device & Funding Information
Responsible Use of Devices
Administrative Information
Frequently Asked Questions



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.



National Digital Literacy Programme (NDLP)

Under the Secondary and JC Levels

Enhancing computational thinking skills

- Mathematics curriculum to help develop and deepen computational thinking skills at secondary levels

Personal Learning Device (PLD)

- To enhance teaching and learning through e-pedagogy and personalised students' learning, every secondary school student will be equipped with a personal learning device by 2021.

Personalised Digital Learning Programme (PDLP)

More schools offering Computing

- To create a stronger computing talent pipeline and provide more opportunities for interested students, more schools will offer O-Level and A-Level Computing.



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**



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.
- At YCKSS, we have a customised **Digital Education Programme**.





*Learning with a
Personal Learning Device:*
YCKSS Digital Education Programme



YCKSS Digital Education Programme

Vision

*Self-Directed &
Innovative Digital Learners,
Responsible Digital Citizens*

Mission

*To grow the digital capacity
of staff and students and
support them to embrace
technology in seizing richer
opportunities for learning,
living, working and playing.*

YCKSS Digital Education Framework



5Cs DIGITAL LITERACIES

- **Curation:** access, collate and analyse digital information
- **Communication and collaboration:** communicate, learn and collaborate through a digital media
- **Creation:** innovate and create products/content using digital tools
- **Computational thinking:** investigate and solve problems systematically



Students' Digital Literacy Training



Effective Searching & Information Curation Skills



Technical Skills in Apple Apps & Google Suite



Calendar Management & Scheduling Skills



Care of Device & Digital Wellness



Professional Development for Teachers



Showbie



Accessibility
Tools



Basic iPad
Features for T&L



Keynote



Clips



Visual
Note-taking



Creating
GIFs



Learning
Routines



Apple
Classroom



Selection of Personal Learning Device



The school did a comprehensive evaluation of the devices offered and chose the **iPad** because of its:

- **Portability**
- **Durability**
- **Teaching & Learning Affordance**





Discovering the basic features ...



Analysing the slow motion of a Frisbee throw ...



Crafting a poem review by capturing perspectives ...



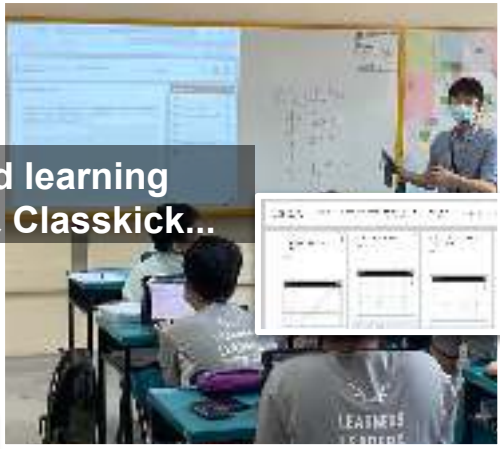
Note-sketching using the Apple Pencil ...



Collaboration in action!



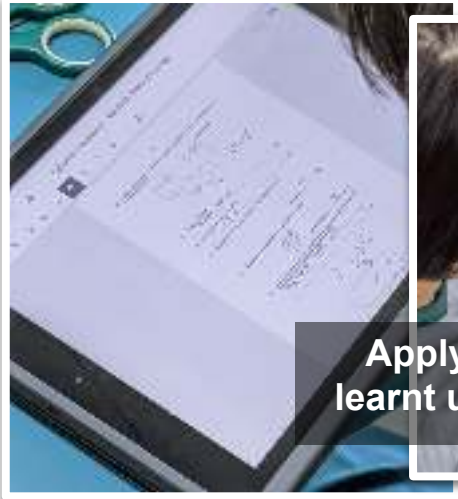
Self-directed learning through SLS & Classkick...



Peer feedback through an e-Gallery walk using G-Suite...



Constructing knowledge with student autonomy (Clips / Sketches Pro / Notes)...



Applying knowledge learnt using Classkick...

Home-Based Learning (HBL) Days



- Objective: Nurture self-directed and independent learning in our students. This is in line with MOE's Learn for Life movement.
- Tapping on the affordances of the NDLP, HBL Days are held on a fortnightly basis for students of all levels.
- To further reinforce the need for blended learning to complement our Teaching & Learning practices, the timetable for the HBL Day has been incorporated in the curriculum's timetable.



**Asynchronous
Learning**



What will HBL Days be like in 2022?

- HBL Days will be held on **Even Week Fridays**.
- **All levels** will participate in HBL Day in Semester 1.
- Asynchronous lessons (online / offline learning at students' own pace) will be conducted by default to give students time and space to develop self-management skills for independent learning.
- No live lessons will be conducted for HBL Days, except for Form Teacher Time (FTT).
- Students are familiarised with SLS and have tested their log-in details (e.g. username, password) prior to the first HBL Day.



Dates of HBL Days in Semester 1 (2022)

Term / Week	Term 1	Term 2
Week 2	14 Jan	1 Apr
Week 4	28 Jan	<u>No</u> HBL Day on 15 Apr <i>(Public Holiday - Good Friday)</i>
Week 6	11 Feb	29 April <i>(Sec 4 & 5 - last HBL Day)</i>
Week 8	25 Feb	13 May <i>(Sec 1 - 3s only)</i>
Week 10	11 Mar	<u>No</u> HBL Day on 27 May <i>(Parent-Teacher Conference)</i>

Note: HBL Days will be held on **Even Fridays**



HBL Day Timetable

- Students will follow the HBL Day timetable reflected in the class timetable (refer to Even Friday).

Sample of HBL Day timetable:

	7:30 8:00	8:00 8:35	8:35 9:10	9:10 9:45	9:45 10:20	10:20 10:55	10:55 11:30	11:30 12:05	12:05 12:40
Even Fri (HBL)	HBL DAY FTT	SS	10-min BREAK	EL	10-min BREAK	AMATH POA GEO (PURE)	10-min BREAK	PE	10-min BREAK

FTT (Live Lesson via Zoom):

- FTs will be checking-in on students' attendance & well-being.

4 subjects per day

- 1 hour per subject (incl. completion of assignments)
- 10-min break in between lessons



HBL Assignment Plan

- Instructions for students will be collated using the HBL Assignment Plan.
- HBL **Assignment Plan (AP)** will be disseminated on **Even Thursdays, 3pm** via:
 - WhatsApp Group Chat (announcement on AP) by FTs
 - SLS announcement
- Read the instructions carefully (e.g. title / date of SLS lesson packages, digital platforms and tools used, preparation required).
- Technical support contact details are available on the landing page of the Assignment Plan.

Assignment Plan for Home-Based Learning			
Sec 3E3			
[Term 1 Week 2]			
Even Fri	14 Jan		Subject Teacher [Email Address]
Timing	Subject	Instructions	
7:30-8:00	FTT	(Live Lesson) Stay Connected with your Form Class through Zoom Meeting ID: 820 000 8626 Password: 3E3FTT Please log in using Class Identifier/Email Address (e.g. IE112JohnTan)	FTT
8:00-9:00	GEO	GEO: 1. Complete assignment in Google Classroom [14 Jan -HBL] Introduction to Plate Tectonics HIST: Complete the SLS lesson [14 Jan -HBL] 3E History - Hitler's Anti-Semitic Policies.	GEO: [Email Address] HIST: ngwan@ecp.dorcas@mod.edu.sg
9:00-10:10	Book		
9:10-10:10	FI	Complete the SLS lesson - [14 Jan HBL] 3E3 EL - Oral Practice 1 Record your responses and submit	FI cheng.chun.lan.zether@mod.edu.sg
10:10-10:20	Book		

Enter the FTT live lesson 5 min before & do not forward this link to others not from the

Complete the SLS / HBL activities for each lesson.



HBL Routines

Start of the HBL day (FTT)

HBL Lessons



Refer to the
**HBL class
timetable**

**Check-in with your
Form Teachers**
for your attendance and
well-being.

Refer to the
**HBL Assignment
Plan**
for HBL instructions



**Attempt all HBL
assignments**
based on the
recommended timings.


Take 10-min breaks after every
an-hour of screen time






Student-Initiated Learning (SIL)

- Objective: Enable students to exercise agency and explore their interests and passions through HBL Days.
- This year, our Sec 2 students will be embarking on the SIL initiative to further inculcate self-directed learning. Students from the other levels will be gradually introduced to SIL from 2023.

 *What should I do for SIL?* 

 I want to learn _____,
by _____.

Here are some examples:

		
I want to learn how to cook traditional cuisine <u>from my culture, by reading cookbooks and trying the dishes at home.</u>	I want to learn the Korean language, <u>by taking online language lessons.</u>	I want to learn gardening skills, <u>by reading gardening magazines and growing a few plants of my own.</u>



Student-Initiated Learning (SIL) - Sample of Students' Work

Session 1 (Learning to Bake)



Forgot to take picture
before putting in the dryer!

Second batch!



Session 2 (Cookies with Less Sugar)



tried the less sweet version
and it tasted great!

Session 3 (Oreo Cookies)



Decided to try oreo cookie
today!

Session 4 (Baking Bread)



Went to my room's surt
house and made bread!

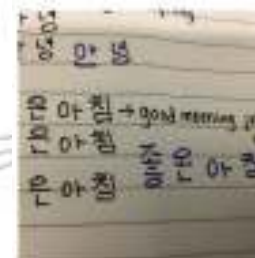
Session 1 (Learning Korean: Google Translate)



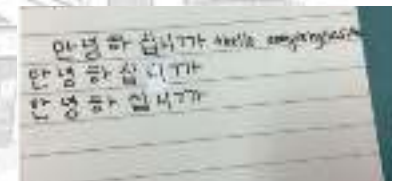
Session 2 (Korean Vocab via Youtube)



Session 3 (Korean Vocab via Youtube)



Session 4 (Korean Vocab via Youtube)



Technology Support Centre & Media Studio



Technology Support Centre & Media Studio



Official (Closed) / Non-Sensitive

Ensuring a Conducive & Safe Learning Environment

Individual Lockers for Students



Effective safekeeping of
PLDs & mobile phones

Apple TV in all classrooms



Seamless wireless
projection from iPads



Device and Funding Information



Selected Device



The school will be using the

Apple iPad (9th Generation) - WiFi

New 2021 Version

- Processor: A13 Bionic Chip with Neural Engine
- Display: 10.2" Retina Display, 2160 x 1620 Resolution
- Storage: **64GB**

Total cost with GST:

\$842.00

The device bundle includes:

- Apple iPad (64GB WiFi)
- Apple Pencil (1st Generation)
- Ruggedised cover cum keyboard
- 3-Year Insurance and Warranty

Warranty & Insurance Coverage

The bundle includes **3-year AppleCare+ Warranty and 3-year Insurance**, which includes:

Insurance Coverage	Claimable
<ul style="list-style-type: none">• Fire• Lightning• Power Surges• Accidental Damage 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)

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 all Singaporean primary & secondary school students to support the purchase of the device.
- This was on top of the annual Edusave contribution of S\$290 for secondary school students and S\$230 for primary 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 students on **non-MOE FAS and 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 can be collected from the General Office.

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

Official (Closed) / Non-Sensitive



Funding Scenario: Student A (SC)



**10.2" iPad (WiFi)
(2021 9th Gen)
\$842.00**

Student A (Not Eligible for Subsidy)

GHI > \$4,000 or PCI > \$1,000

Device Bundle Cost **\$842.00**

Available Edusave Balance **(\$800.00 before deduction)**
(After setting aside for 2nd-tier misc fees) **\$800.00 will be deducted**

Cash Out-of-pocket	\$42.00
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For more details on financial assistance, please approach the school.
Each student would receive a personalised bill subsequently.



Funding Scenario: Student B (SC)



**10.2" iPad (WiFi)
(2021 9th Gen)
\$842.00**

Student B (SC on MOE FAS)

GHI \leq \$2,750 or PCI \leq \$690

Device Bundle Cost	\$842.00
Student Subsidy	\$350.00
Available Edusave Balance	(\$800.00 before deduction) \$492.00 will be deducted
<i>(After setting aside for 2nd-tier misc fees)</i>	

Cash Out-of-pocket	\$0.00
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For more details on financial assistance, please approach the school.
Each student would receive a personalised bill subsequently.



Funding Scenario: Student C (SC)



**10.2" iPad (WiFi)
(2021 9th Gen)
\$842.00**

Student C (Non MOE-FAS SC from lower income families)

$\$2,750 < \text{GHI} \leq \$4,000$ or $\$690 < \text{PCI} \leq \$1,000$

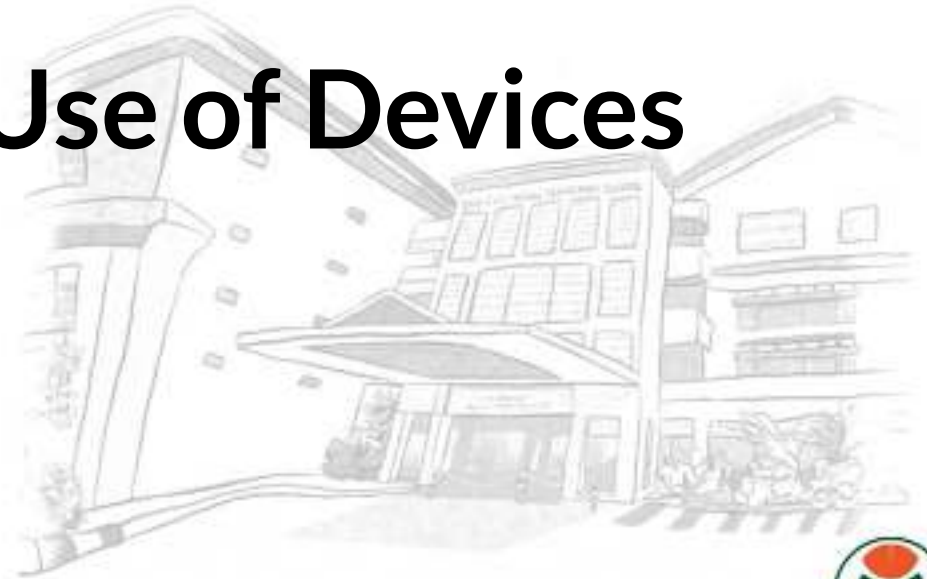
Device Bundle Cost	\$842.00
Student Subsidy	\$200.00
Available Edusave Balance	(\$800.00 before deduction)
<i>(After setting aside for 2nd-tier misc fees)</i>	\$642.00 will be deducted

Cash Out-of-pocket	\$0.00
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For more details on financial assistance, please approach the school.
Each student would receive a personalised bill subsequently.



Responsible Use of Devices



Supporting Students in the Responsible Use of the Devices

The school has in place 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. YCKSS Digital Wellness Policy (DWP), Acceptable Use Policy (AUP) & Learning Routines



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 including:

Promoting a Peer Support Culture



Annual Cyber Wellness Week



Empowering students as Cyber Wellness Ambassadors



Intervention structures and programmes







Cyber Wellness Education

As parents, you can also play a part.

- **Model good digital habits** for your child.
- Have **conversations** with your child about safe and responsible use of technology *(e.g. not revealing too much personal information online including places they frequent)*
- Set **ground rules** for internet use *(e.g. family contract - no devices during meals)*
- **Navigate the internet together** to understand their usage *(e.g. researching on their hobbies / interests together)*
- Affirm your child for practising healthy digital habits *(e.g. exercising self-control)*



Online Resources for Parents

<p>Telegram Channel by TOUCH</p> 	<p>Provides updates on family- and digital wellness- related news and articles, as well as information on future workshops and relevant activities. Join at: https://t.me/TCSPSP</p>
<p>Infocomm Media Development Agency</p> 	<p>Contains tips and information on staying well and safe online. https://www.imda.gov.sg/digitalforlife/Digitalwellness</p>
<p>Cyberlite Books</p> 	<p>Learn how digital citizenship, cyber safety, and digital wellness to can help to establish healthy relationships with technology. https://www.cyberlitebooks.com/digital-wellbeing</p>
<p>Media Literacy Council</p> 	<p>Contains guidebooks, tip sheets and videos on digital parenting. https://www.betterinternet.sg/Resources https://www.youtube.com/user/MLCSingapore/videos</p>



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.



YCKSS DMA Schedule

Time	DMA Setting
<u>School Hours</u> Monday to Friday, 6.00am to 6.00pm	All PLDs will be set to school's default settings <ul style="list-style-type: none">• Standardised home screen• Only school-specified apps are accessible
<u>After-School Hours</u> Monday to Friday, 6.00pm to 10.00pm Saturday & Sunday, 6.00am to 10.00pm	Default Option: Continue with school's default settings Option A: Parents can adjust parameters in the Parent Portal. They can also make the App Store available to their child. Option B: No DMA control. Students can download and use any apps, and visit any websites.
<u>Sleep Hours</u> Monday to Sunday, 10.00pm to 6.00am	Default Option: PLDs will be locked and cannot be used. Option A: Parents can adjust the sleep hours (earlier or later). Option B: No sleep hours. PLD can be used 24/7.



Supporting Students in the Responsible Use of the Devices

C. Digital Wellness Policy (DWP)

- Parents could refer to the DWP when helping to manage your child's use of digital devices and platforms.
- The policy will help your child to **understand digital wellness matters** and to **enable a conducive learning environment**.
- The DWP can be found in the Digital Student Handbook on the School Website.

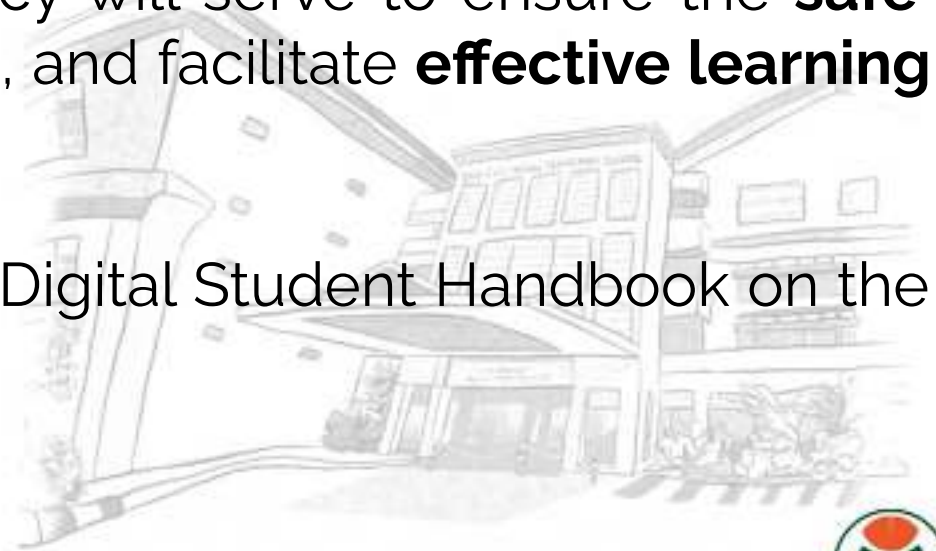


Supporting Students in the Responsible Use of the Devices

C. Acceptable Use Policy (AUP)

The AUP sets out the rules and regulations that govern the use of PLD by students. This policy will serve to ensure the **safe and secure use** of the device, and facilitate **effective learning with technology**.

The AUP can be found in the Digital Student Handbook on the School Website.



Supporting Students in the Responsible Use of the Devices

C. Learning Routines

- Students are to adhere to the **3Ps Learning Routines**.
- The posters are printed in A3 and placed on the noticeboard in all classrooms.

Students' Learning Routines

- for the use of Personal Learning Devices (PLDs)

Place

- Place mobile phone in the locker during curriculum time.
- Place PLD in the locker when not in use to keep it safe.
- Place fully charged PLD in the school bag before coming to school everyday.

Practise

- Practise discipline by paying attention to the teacher when the PLD is not in use.
- Practise responsibility by using the PLD for learning, not playing.
- Practise respect for others by displaying prosocial behaviours online and offline.

Protect

- Protect the PLD by using a strong password and not sharing it with others.
- Protect self and others by reporting cyberbullying to teachers promptly.
- Protect copyrighted materials by asking for permission from the owners before use.

Ask

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What's Next



What's Next

For Singapore Citizens

Time Frame	Activity
By 28 Jan 2022 (Fri)	<u>Via Parents Gateway</u> (https://go.gov.sg/pdlpadmin) <ul style="list-style-type: none">● Parental Consent for Purchase and Edusave Withdrawal● Authorisation Form for Device Collection <u>Submission of hardcopy form to General Office</u> <ul style="list-style-type: none">● Subsidy Application Form (if applicable)
Feb 2022	<ul style="list-style-type: none">● Balance payment via Giro/PayNow/Cheque/Cash (Based on the current school bill payment mode)
Mar/Apr 2022 (Tentative)	Collection of Devices by Students in School



What's Next

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

Time Frame	Activity
By 28 Jan 2022 (Fri)	<u>Via Parents Gateway</u> (https://go.gov.sg/pdlpadmin) <ul style="list-style-type: none">● Parental Consent for Purchase● Authorisation Form for Device Collection <u>Submission of hardcopy form to General Office</u> <ul style="list-style-type: none">● Subsidy Application Form (if applicable)
Feb 2022	<ul style="list-style-type: none">● Payment via Giro/PayNow/Cheque/Cash (Based on the current school bill payment mode)
Mar/Apr 2022 (Tentative)	Collection of Devices by Students in School



Collection of Devices in School

Your child/ward will be collecting his/her device in **Mar/Apr 2022 tentatively.**

- The school will arrange for the devices to be collected by students in school.
- Students will be guided through the device check, initial setup and basic operations.
- Please **authorise your child/ward to collect the device** by submitting the online 'Authorisation Form'.





Purchase Matters



Frequently Asked Questions

Q: My child has an existing iPad. Can students use it as a PLD?

- Students who do not wish to purchase a device because they already have their own device will have to **check with the school to ascertain that it meets the schools' learning requirements.**
- Students are advised to purchase key accessories to better facilitate learning (i.e. cover cum keyboard, Apple Pencil).
- These existing devices must also be installed with a Device Management Application (DMA) software to manage the student's access and usage.

Frequently Asked Questions

Q: I recently purchased a laptop for my child due to Home-Based Learning in primary school. Can my child use the laptop instead?

- Uniformity of systems and software would ensure a smooth learning experience for everyone in the classroom.
- All students are required to have an iPad or similar device.



Finance Matters



Frequently Asked Questions

Q: Since there will be no cash out-of-pocket cost for MOE FAS students, do students still need to submit the applications forms?

- Yes, all parents have to submit the online consent to purchase the device.
- For MOE FAS students, the cost will be subsidised by MOE and the balance can be paid using Edusave. As such, the cash outlay is \$0.



DMA Matters



Frequently Asked Questions

Q: What happens to the device after students graduate?

- The school will uninstall the DMA from the devices upon students' graduation, and students will have full control and personal ownership over their devices afterwards.
- If the student's device needs to be installed with DMA in JC/MI, it can be reinstated.

Frequently Asked Questions

Q: Is there a tracking app in the DMA in the event the device is misplaced or stolen?

- To protect the privacy of students, the tracking function on the iPad will be disabled centrally by MOE.
- Through the DMA, schools will only be able to remotely deploy learning applications and security patches, enable teachers to monitor and control the students' screens in the classroom, restrict apps and websites accessible, as well as limit screen time.

Important Contacts/ Helplines

To access/find out more about...	Contact/Helpline
Edusave Balance <ul style="list-style-type: none">MOE Hotline	6260 0777
Financial & subsidy matters: <ul style="list-style-type: none">Ms Zama Bte Adim (Admin Executive)	6456 0669 (ext. 103)
Programme matters <ul style="list-style-type: none">Mr Desmond Pang (HOD ICT)Mr Brandon Chin (SH Digital Learning)	6456 0669 (ext. 115) 6456 0669 (ext. 136)
This deck of slides	https://yiochukangsec.moe.edu.sg/our-curriculum/non-academic-programmes/digital-education

