

Substitute Teacher Workshop 2022

WFPS Technology

Agenda:

- WFPS Technology Overview
- Devices for your use
 - District Devices
 - Staff Leaving device
- Support – how do I get help
- Long-term sub processes
- User-generated topics

WFPS Technology Overview

- Teaching staff:
 - Windows 10 Laptop
 - iPad
- Students:
 - 1:1 iPad across all grade levels

Devices:

- Staff to leave device or a device from the office fleet
- District PCs – require login
 - Sub login for the building available in the office
 - Limited account – essentially access to the web
 - Can be used on any district PC device
 - Please use account for the school you are located at for that day

Support:

- Good Sub Plan
- Neighboring teachers – teacher team
- Front office staff
- Media center staff
- Tech Request system: <https://www.apps.west-fargo.k12.nd.us/aspapps/helpdesk>

Long-Term Sub Processes:

- Staff on leave or other building representative puts in a tech request.
 - Tech request will start the process for account creation for the sub
 - Matches your account to the teachers account – same email lists, access permissions
 - Shared access for PowerSchool
 - Access to Schoology for secondary subs

User Generated Topics:

- Questions you have – how can we support you?