May 6, 2019

Dear Celtic Families,

Happy Spring! Even though this school year is not quite done, we already busy preparing for the upcoming school year. This email contains information about registering your student for one of our BYOD Setup Workshops in July or August.

During the workshops, PCHS faculty and NHS students will show students how to attach to our Wi-Fi, access email and other Microsoft Office products, activate their StudentPlus account and more. It is necessary that your student has these skills before the school year starts. All freshmen will receive additional training during their Introduction to Technology class.

We use an online scheduler called pickAtime. This service allows you to register your student(s) for the workshop online. You can also see how many slots are available for any session and cancel and reschedule your reservation.

**Registration:**

- Before registering, we recommend you watch this brief video on how to register: [http://bit.ly/2xTjMgO](http://bit.ly/2xTjMgO)
- Each new student is *required* to attend one session.
- Each session is 3 ½ hours long.
- Sessions are limited to 30 students each.
- When you are ready, click on this link to register your student for one BYOD Set-up session: [https://pickatime.com/client?ven=11604819&event=336052](https://pickatime.com/client?ven=11604819&event=336052)

**Prior to the Workshop:**

- Get your student laptop ready. See this page for full details: [https://www.providencecatholic.org/academics/byod/setup/](https://www.providencecatholic.org/academics/byod/setup/)
- Make sure you have the latest updates installed (instructions on the same webpage)
- Charge your laptop overnight before the workshop.

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Workshop Day:

- Please drop your student off at Door #4, on the east side of the school. We will have students there to greet your child and help him/her get checked in.
- This will also be the location where you can pick up your student at the end of the session.
- Dress is casual.

General BYOD Information

Please remember that ALL Providence Catholic students are required to bring a laptop to classes each day. Learn more about our BYOD program on our website at: http://www.providencecatholic.org/academics/byod/. Please pay special attention to the minimum specifications and the FAQ pages.

If you have any questions, please email me at rgrigoletti@providencecatholic.org or call me at 815.717.3137.

Thank you! We look forward to working with your student!

Mrs. Rosanne Grigoletti
Technology Director, Providence Catholic High School