

These are a few of the core systems to ensure students are connected with their teacher, classmates, and school. Below, you will find an overview of each system with links to additional resources and how-to guides.

SYSTEM	WHAT YOU NEED TO KNOW
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LaunchPad

- Students access LaunchPad by visiting launch.ocps.net in the Chrome Browser.
- Students sign in to LaunchPad by using their 10-digit student number as the username and their birthday as a password in the YYYYMMDD format.
- Students access Canvas to get to their virtual classrooms, access their textbooks, access Destiny, and other educational resources on LaunchPad.
- Parents can [create a LaunchPad Parent Portal](#) account to gain access.

- Students access Canvas from LaunchPad.
- Students will be taken to a dashboard that includes a “tile” for each of the courses they are enrolled in.
- Students can access their live class sessions, readings, videos, assignments, quizzes, and more on Canvas.
- Teachers customize their Canvas courses based on content area and grade level.
- Parents can take the “[Passport to Canvas](#)” course if they want to become more familiar with the platform.
- Parents use their [LaunchPad Parent Portal](#) account to access Canvas.



Canvas

- Students access Google Drive from LaunchPad.
- Students create and store all of their files here including documents, spreadsheets, presentations, drawings, and more.



Google Drive



Video Conferencing

- Students access either BigBlueButton or Microsoft Teams Meetings through LaunchPad.
- Students will use either video conferencing platform during live lessons.

This is your child’s school-supplied digital learning device. It is checked out to your child and it is your child’s responsibility to use it and return it to school in good working order. I understand that individuals and families may be held liable for violations. I understand that some materials on the Internet may be objectionable and that even though OCPS uses a filtering system to block as many of these sites as possible, no filtering system is capable of blocking 100% of the inappropriate material available on the internet. I hereby give permission for my child to use the software, Internet, and network access provided by OCPS for educational purposes. I accept responsibility for all damages to the device, including cost of repair or replacement of the device. I will review the:

- Family Technology Handbook and Digital Device/Accessories Assessment Form: <https://sway.office.com/KUFbfZyXkFjxraOI?ref=Link&loc=play>
- Complete the Parent Technology Media Information Consent Forms: <https://www.ocps.net/cms/one.aspx?portalId=54703&pageId=1259544>

OC PS **LaunchED**
Orange County Public Schools
2019-20
Digital Device/Accessories Assessment Form

Date: _____
School Name: _____
Student: _____
Last Name: _____ First Name: _____ Student ID# _____

Dear Parent/Legal Guardian:

Below is a list of fees for lost, broken, damaged, or stolen Electronic Devices and/or Device Accessories that have been assessed to your student, for which you are responsible.

The amount due is indicated on the appropriate line below:

1st Offense:

\$ _____ 1st Electronic Device Loss: Accident	Actual cost of repair/replacement up to \$50.00 max.
\$ _____ 1st Device Accessories Loss: Accident	Actual cost of repair/replacement up to \$10.00 max.
\$ _____ 1st Electronic Device Loss: Intentional Act or Theft	Actual cost of repair/replacement up to \$100.00 max.
\$ _____ 1st Device Accessories Loss: Intentional Act or Theft	Actual cost of repair/replacement up to \$100.00 max.

2nd Offense:

\$ _____ 2nd Electronic Device Loss: Accident	Actual cost of repair/replacement up to \$100.00 max.
\$ _____ 2nd Device Accessories Loss: Accident	Actual cost of repair/replacement up to \$25.00 max.
\$ _____ 2nd Electronic Device Loss: Intentional Act or Theft	Actual cost of repair/replacement.
\$ _____ 2nd Device Accessories Loss: Intentional Act or Theft	Actual cost of repair/replacement.

3rd Offense:

\$ _____ 3rd Electronic Device Loss	Actual cost of repair/replacement.
\$ _____ 3rd Device Accessories Loss	Actual cost of repair/replacement.

\$ _____ Total Amount Due

Assessment Fee(s) are due to the school at time of receipt. If unable to remit the total assessment fee due, please contact the school administration.
Requests for the actual cost of repair or replacement should be directed to the school administration.

Financial Liability Parents/Guardians/Students are responsible for the cost of repair or replacement if the digital device is:

Requesting Repair Costs

Repair costs can be requested by contacting the school administration. If there is a difference between the actual cost of repair and the fine paid by the family, a refund will be issued by the school bookkeeper.

Paying Fines

Fines are due at the time they are assessed. Fines can be paid in the school media center daily in cash or check. School Pay can also be used to pay fines, where available.

Payment Plans

If unable to pay the fine in full at the time assessed, please contact the school for needs-based payment plan options. All financial obligations must be settled by graduation or withdrawal from school, whichever comes first.