



# ST. PAUL'S

*Seek truth, knowledge and  
excellence; live by faith,  
compassion and integrity.*

Dear Upper School Students and Parents,

Upper School students are required to bring their own network-ready laptop computers to school and connect to St. Paul's School campus-wide network. Access to St. Paul's network resources include student e-mail, printing, the Internet, online classes, and library information databases.

Students entering the **9<sup>th</sup> grade and new students entering the 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> grades** are required to complete an online laptop orientation before August 24. The online technology orientation will instruct students to configure email, access classes, install Microsoft Office, and review St. Paul's Technology Policies. Instructions will be sent to the parents via email the week of July 30. In addition, students are **required** to bring their laptops to new student orientation on August 27. Technology Services Department will register all devices that day; there is no need to bring in the device before then.

#### MINIMUM LAPTOP REQUIREMENTS ARE:

- PC-compatible or Apple laptop computers equipped with wireless network capability.
  - Tablet computers like Chromebooks and iPads are **not** sufficient devices
- Battery to get the computer through most of a school day
- Windows (all versions), or Macintosh OS X and later with latest updates installed.
- Anti-virus software with the latest virus definitions installed or the use of Windows Defender (free when enabled on a Microsoft device)
- The School will provide instructions to download and install Microsoft Office at no charge.

Please contact the Help Desk at 410-825-4400 x3400 or email [helpdesk@stpaulsschool.org](mailto:helpdesk@stpaulsschool.org) if you have any questions regarding requirements or configuration dates.

Sincerely,

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410-821-3054