

Rules for the Use of One Terminal per Person



Sapporo City Board of Education

The terminals that are lent to you are tools to help you learn. Your learning will be enhanced if you use the terminals properly and effectively. The City of Sapporo has established "Rules for the use of one terminal per person." In order to facilitate the connection between classes and home study, and to promote study and lifestyle habits, students can take their Chromebooks home if the school or you deem it necessary. With a clear understanding of these rules, let's use the devices safely and securely and deepen our learning.

For careful use

- ❑ The device cannot shut if there is something in between the screen and keyboard.
- ❑ Do not drop the device or get it wet.
- ❑ Do not lend your device to others or allow them to use it.
- ❑ Keep the device in the designated area at school.
- ❑ You must get the teacher's permission before taking the device home.
- ❑ When taking the device home, carry it carefully so it is not subjected to excessive force.



For healthy learning

- ❑ Use with proper posture and at an appropriate distance from the screen.
- ❑ Look into the distance to rest your eyes for at least 20 seconds once every 30 minutes.
- ❑ Adjust the angle and visibility of the screen and use it in a suitably bright room.
- ❑ When using headphones, pay attention to the volume of the sound.
- ❑ Avoid using the device for long periods of time or one hour before bedtime.



For safe and secure use

- ❑ Do not stick your ID and password to your device, nor tell them to anyone else.
- ❑ Do not post your personal information on the Internet or enter it into generative AI systems, such as your name, address, phone number, photos, videos, etc.
- ❑ Do not access sites that are not related to your study.
- ❑ Do not take photos for non-learning purposes or without permission.
- ❑ Use generative AI systems with a thorough understanding of their characteristics, including the fact that they may generate incorrect information.



What should I do in case of trouble?

- ❑ Report to the school immediately in the case of malfunction, damage, loss, theft, problems on the Internet, or any related concerns.
- ❑ If you have any questions about rules other than the above, consult the school.

To Parents and Guardians



Even using your home internet, your child can access and use the same environment as the school by using their GIGA account.

The data of your child's assignments and works will be stored on an external server until they move out of the city or graduate, and can be accessed by only the user of the account.

Tools to Facilitate Your Learning

A tool for building fundamentals of learning

-Google Tools

A cloud-based service that incorporate AI allowing you to create materials and share information.

*Information handled by this tool

⇒account information, name, learning history

-Manabi pocket

A portal site for accessing various learning tools. School will keep track of usage.

*Information handled by this tool

⇒account information, grade, class, student number, name, learning history

-InterCLASS Filtering Service

A filtering service that helps students use devices safely by preventing access to inappropriate websites.

*Information handled by this tool

⇒account information, name, browsing history

Tools for expression, production, and exploration

-Adobe Express / Canva

Tools with built-in AI to safely create and edit images, videos, posters and presentations.

*Information handled by this tool

⇒account information, name, learning history

-Picture Kids (for elementary school students) / Daisy Pics (for junior high school students)

Tools to draw pictures, edit photos, and create other works by using templates and materials suitable for each grade

*Information handled by this tool

⇒account information, name, learning history

-Doshin Mana-bell

This tool can be used to search for and read newspaper articles, create newspapers or summarize essays.

*Information handled by this tool

⇒account information, name, learning history

-Yomokka!

An all-you-can-read e-library where you can access books related to each subject, careers or future courses

*Information handled by this tool

⇒account information, name, learning information

For individual study, practice drills, and tests

-Miraiseed

A study support tool that provides practice drills tailored to each student's progress and opportunities for exchanging opinions.

*Information handled by this tool

⇒account information, grade, class, student number, name, learning history

-Unit Summary Check

(for elementary school students)

It offers digital quizzes on kanji, calculation, and unit summary designed to be completed before the unit tests of each textbook.

*information handled by this tool

⇒account information, name, learning history

-Key Point Summary Check

(for junior high school students)

A test preparation tool with a digital red sheet to check understanding of key points from the five major subjects for all grades.

*information handled by this tool

⇒account information, name, learning history

Education on information ethics and wellbeing

-Shaboten Log

A tool to record mental and physical condition daily. There is also a function notify a teacher if there is something they want to talk about.

*Information handled by this tool

⇒ account information, grade, class, student number, name, health observation record

-Jirei de Manabu NET Moral

(Internet morals learned through examples)

There are videos teaching the proper ways to handle information that can be watched with parents at home.

*Information handled by this tool

⇒account information, learning history

-15-minute lessons, Digital Citizenship

/ The first tablet lesson

You can learn the mindset of a healthy digital citizen and the safe ways to use devices (ICT literacy).

*Information handled by this tool

⇒account information, name, learning history

- Learning tools other than the above may be used at school, however, you can rest assured that data usage rules are carefully followed and the security of the data save destination is ensured whenever students' information including learning history is saved on the internet.
- Account information belongs to the user regardless of age. It is important to keep log-in information safe and not disclose it to anyone else. Follow your school's instructions and please be careful at home, too.