

Technology at a glance

<i>Task</i>	<i>Person In Charge</i>
Network Infrastructure	
Network	Michael McQuain/Kerry Northcott
Servers	Michael McQuain/Kerry Northcott
NCR contact	Chris Randle
Network storage (S: drive hand in/hand out)	
ITD helpdesk contact	Bruce McConachy
Desktop fleet	
BOS examination computer support	
Desktop computer (including hardware repairs)	
PC reimaging (Altiris)	Andrew Smith
Support unit hardware and softwarewill assist if available
T4L rollout and allocationwill assist if available
T5 hardware & software support	TBD
Print Services	
Printers & photocopiers (PAYP) – fault logging	Denice Hardie
Printers & photocopiers (PAYP) – logging network fault	
DER	
DER devices (existing and future rollouts)	Michael McQuain
Other hardware	
Bring your own device support (staff & students)	Staff manage, develop protocols
cd/dvd players	Bruce McConachy
Data projectors	Filters - GA
data projectors	Bruce McConachy
digital cameras	Bruce McConachy
external usb storage devices	Bruce McConachy
Interactive white board maintenance	Training – possibly KLA who has been trained
monitors --	
Other electrical device support (eg CD/scan/cam)	Protocol to be established
Photocopiers – report fault	Office
scanners	Bruce
smart board (IWB)	
Video conference support	Training key users – technology team
Content Management Services	
Moodle 1 administration & maintenance	Staff to migrate resources M1 → M2; Bruce and John will assist co-ordination; TIG to be established
Moodle 2 administration & maintenance	

Software	
Acrobat Pro --	Bruce McConachy(library), (TSO)
apple products	TBD
Google earth	
MessageU administration & maintenance	Andrew, Lyn and Sonya
MS office	John Leighton
RISC administration & maintenance	Front office uploads updates etc
Rollmarker administration & maintenance	Andrew Smith, Lyn Swaddle and Sonya McNamara
SMMarks administration & maintenance	TBD
SMReports administration & maintenance	Vince Duff and Duane Galle
Timechart administration & maintenance	Terry Simpson, Duane Galle,
Windows 7	TBD
Antivirus	
Any other software	Computer Co-ordinator
Staff/Student Support	
SMU staff passwords	Bruce McConachy
EMU student passwords	Bruce McConachy
Web Services	
IT faults logging (intranet)	On intranet, Andrew Smith will categorise the faults to send them out to various members of staff
Permanent computer room bookings	Andrew Smith will transition to Bruce
School intranet	Andrew Smith
School website (external)	SASS/Exec have been trained – authoring right, Denice has publish rights, get staff member to co-ordinate various sections, eg faculty profiles
Bell System	Bruce McConachy, Denice Hardie
Technology Team	
Technology team leadership/management	John Leighton will transition into this role, supported by Andrew during the transition period
Technology plan 2014-2017 development	Technology team
Areas where we don't have current support	
android products laptops (not DER) desktops, mouse & keyboard	<i>These need to be prioritised and either staff identified for training or outsourcing procedures implemented.</i> <i>(The critical nature of each element needs to be assessed)</i>