Tablet Device Use at KCCD

Kccd has adopted the following processes for tablet device use within the Kern Community College District; these processes apply to classroom use devices, assigned devices, and devices used as part of a check out programs. These processes will be reviewed and updated by the IT Managers Group upon request for new tablet device technologies or as needed.

- **Approved Devices**
  Only the WIFI enabled iPad is approved for purchase and use at KCCD. Android, Kindle, 3G capable iPads, and other tablet devices are not authorized for purchase using KCCD funds.

- **Ordering**
  All Apple iPads will be either ordered or quoted by the local campus IT departments and must include an AppleCare protection plan. All iPads will be delivered to IT for setup and configuration before distribution to departments.

- **Accounts**
  All KCCD owned iPads will be configured with an KCCD iTunes account, no personal iTunes accounts will be allowed on KCCD owned iPads.

- **Apps**
  All requested free and or approved to purchase apps will be purchased, installed, and configured by IT.

- **Support**
  Like any other campus owed device, staff and faculty need to contact the help desk for support. Hardware repairs are not handled on campus, if still under AppleCare protection all devices will be shipped to Apple for repair.

- **Misplaced or stolen Devices**
  Any lost or stolen device must be reported immediately to the IT Manager at the campus.