Mater Dei Catholic
Freshman Technology Orientation

WELCOME TO MATER DEI CATHOLIC HIGH SCHOOL!

- Information Technology (IT) Department will be part of your summer school journey!
- Help to prepare you for success
- Ask us – We are here for you!

Agenda

- Laptop Requirements and Recommendations
- Connecting to Wi-Fi
- MDCHS Website / Preferred Browser
- Mater Dei Email Account
- Accessing your Microsoft Portal
- Installing Microsoft 365 Apps
- Schoology Access
- FACTS Family Portal
- College Board BlueBook Install for PSAT
- LockDown Browser
- Saving Documents to OneDrive
- Anti-Virus
- Crusader Digital Lounge

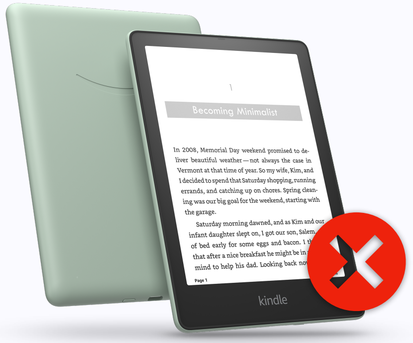
Laptop Specifications

What you can and cannot use at Mater Dei

- **Minimum** Specs
  - 16GB RAM
  - Windows 10* or macOS 10.15 Catalina
  - Intel i5, AMD Ryzen 5 (I7 or Ryzen 7 preferred), or Apple Silicon (M Series)
  - 256GB Storage Drive (HDD or SSD)
  - MUST be compatible with 5GHz WiFi (802.11ac minimum) or else you won't have internet

Mac

Windows 10* or 11



***Windows 10 S is not supported**

Laptop User Agreement & Responsible Use Policy

- Mater Dei Catholic High School allows for and provides students with a wide range of technologies for educational purposes
- It is a privilege, not a right, to use the school's technology resources
- The school sets terms and conditions upon technology use, and students should have **no expectation of privacy or anonymity while using tech or software provided by the school**.

Connecting to Wi-Fi

WiFi Name:
MD Campus

Password:
MD-VB2025

NOTE: Device Hotspots are NOT allowed on Campus

School Provided Email Address

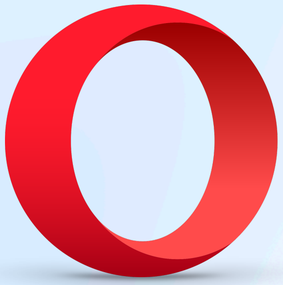
- **Mater Dei Tech Team will provide you with a Mater Dei account:**
  - Use to log into Office 365 and Schoology
  - Your email address will be your ***first initial***, last name, and graduating year, followed by @mdcrusaders.com
  - Example student - Alex Crusader: to break the format down.
- First and Last Name: ***A***lex Crusader
- Graduating Year: 2028
- Email: ***a***crusader2028@mdcrusaders.com
- Password: Provided on the sheet given to you at Orientation

Preferred Browsers

Firefox Browser

chrome

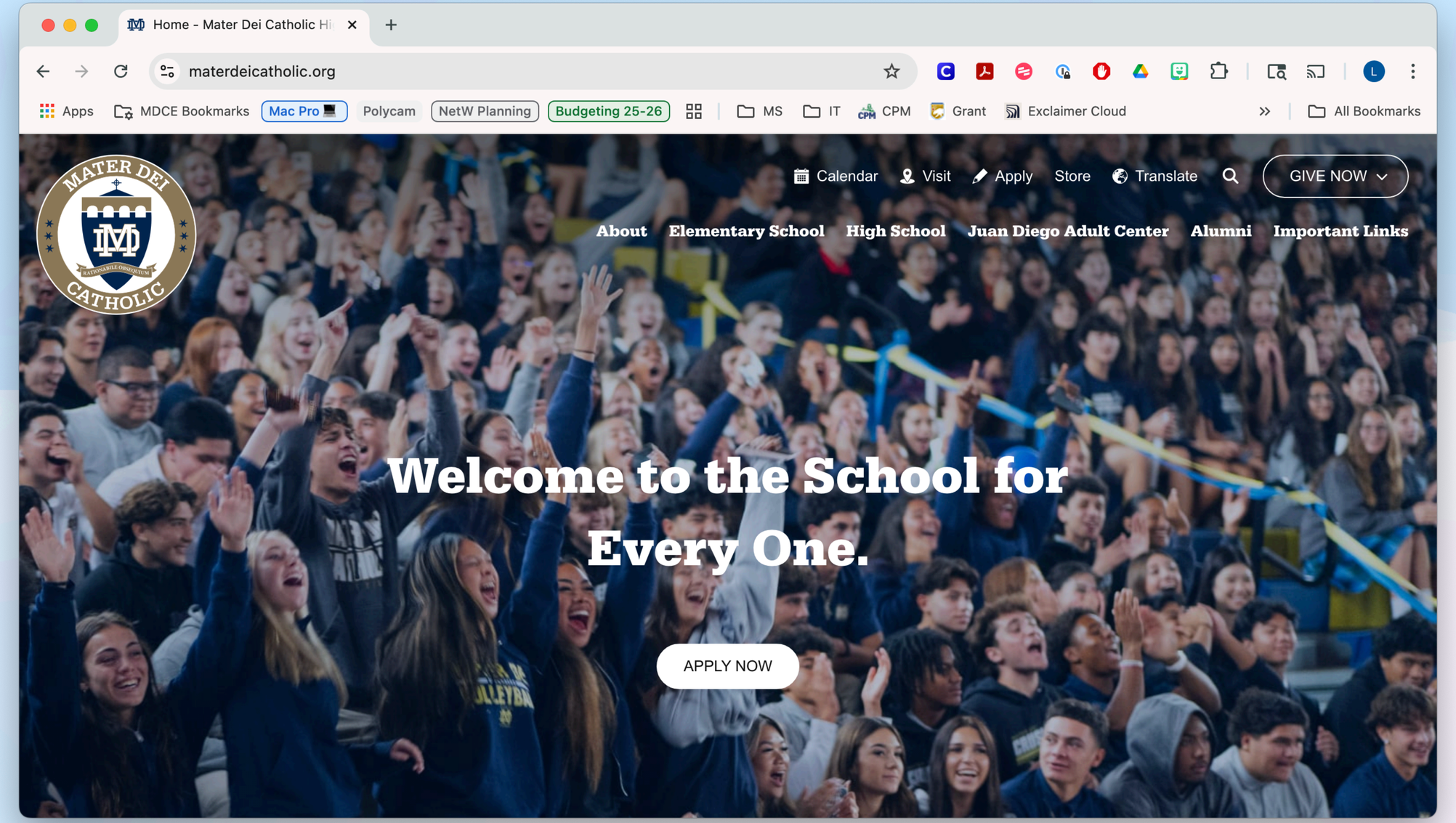
Unsupported Browsers



Opera

brave

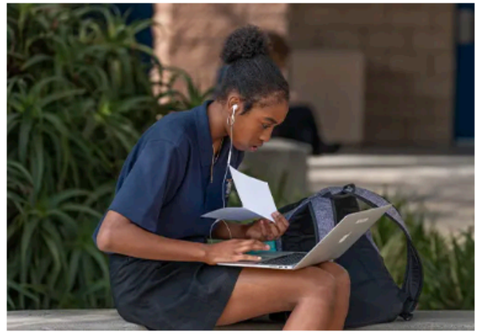
Mater Dei Catholic Website - https://materdeicatholic.org/



Mater Dei Catholic Website and Students Page Pt. 2

https://www.materdeicatholic.org/important-links/information-technology

Information Technology



In alignment with Mater Dei Catholic's mission statement, our IT department aims to provide exceptional support services to faculty, staff, and most importantly, students. Through proactive monitoring, maintenance, and continuous improvements to Mater Dei Catholic's technology, we strive to deliver consistent, high-quality service every day.

You'll find technology specifications and required downloads below.

Need technology help?

EMAIL HELP DESK

Submit a ticket here!

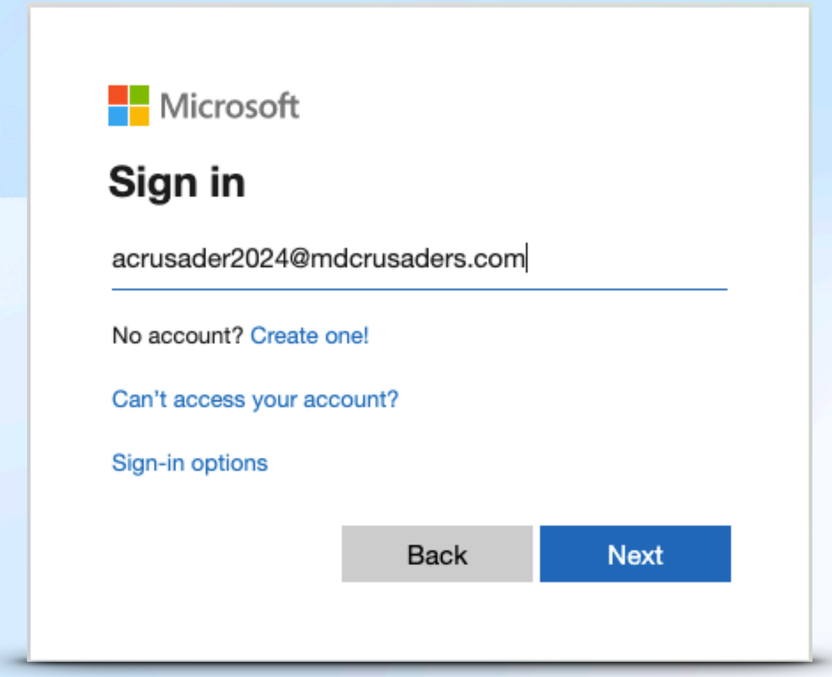
SUBMIT HELP TICKET

Required Downloads

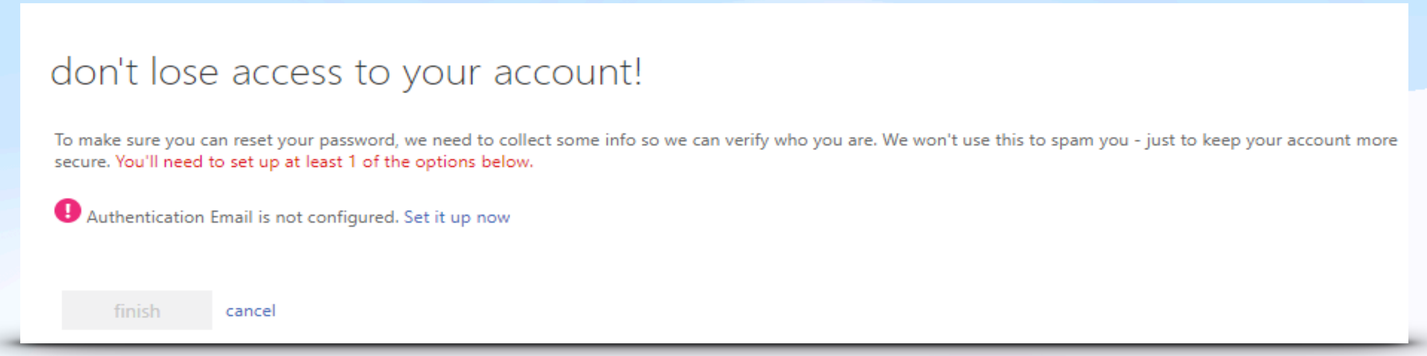
- \+ Lockdown Browser
- \+ Bluebook
- \+ Paper Cut
- \+ Office 365

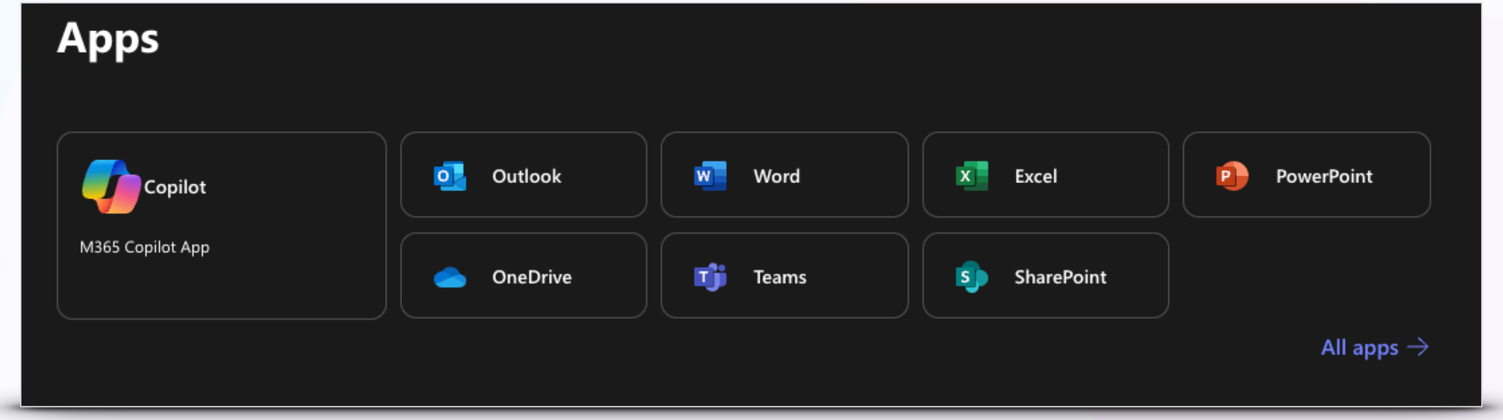
How will I access my Microsoft 365 Portal?

For Microsoft 365 Visit: http://login.microsoftonline.com



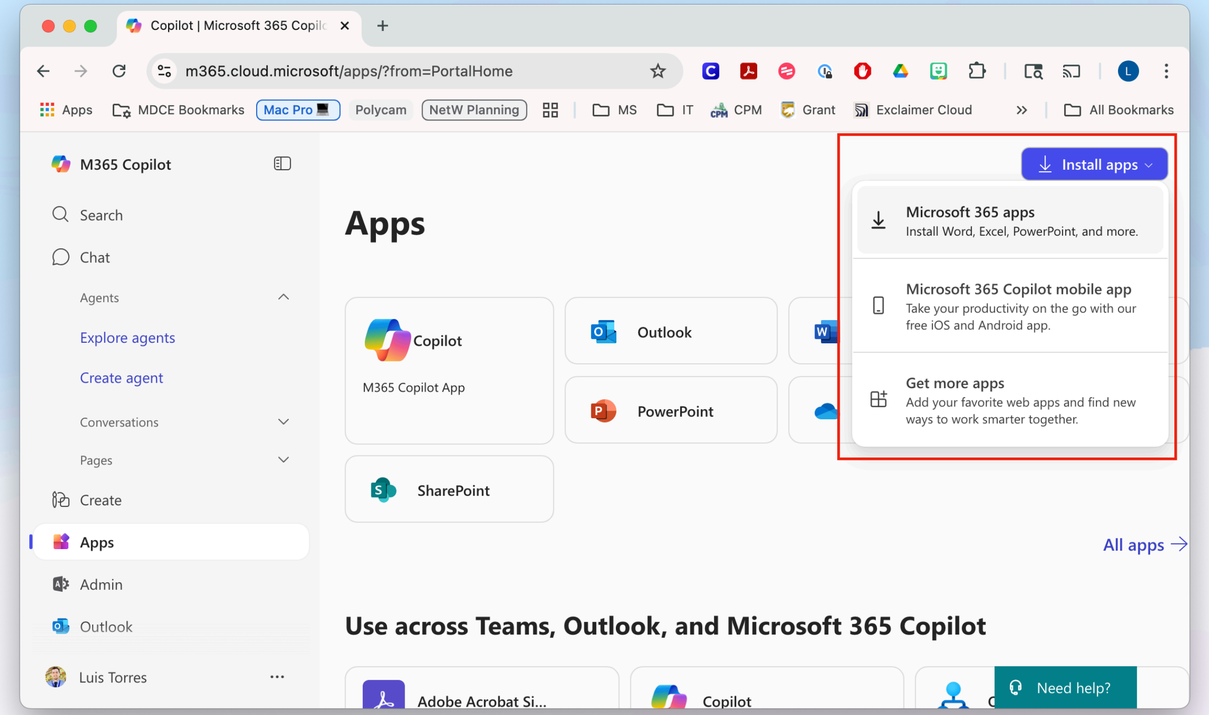
First time you login (change password) (use your personal email for recovery)





How to install Microsoft 365 Applications

- Log into Microsoft 365 Portal and **bookmark**
- Install the full Microsoft 365 Suite at home
- Click on **Microsoft 365 apps** at home
- You **won't be able to download on campus**

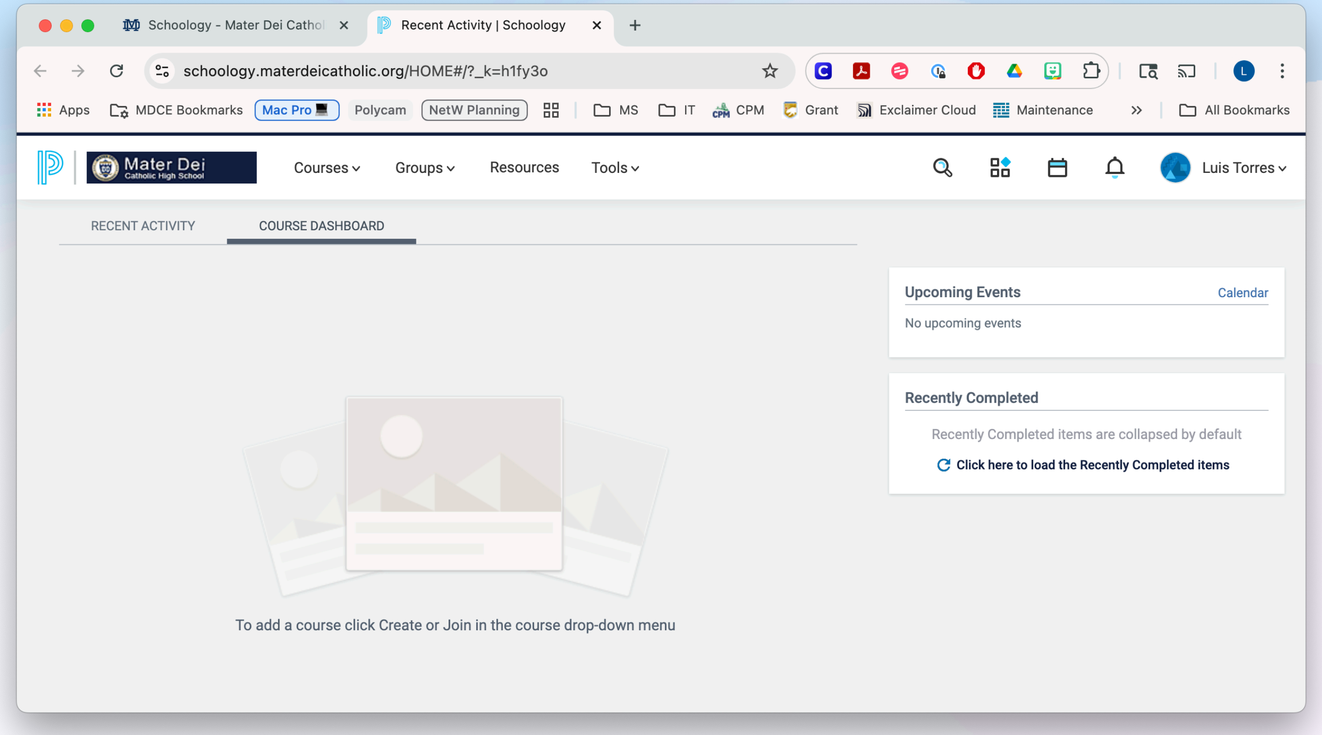


If you run into any issues at all, IT is always here to help. Submit a ticket to helpdesk@materdeicatholic.org

Accessing Schoology

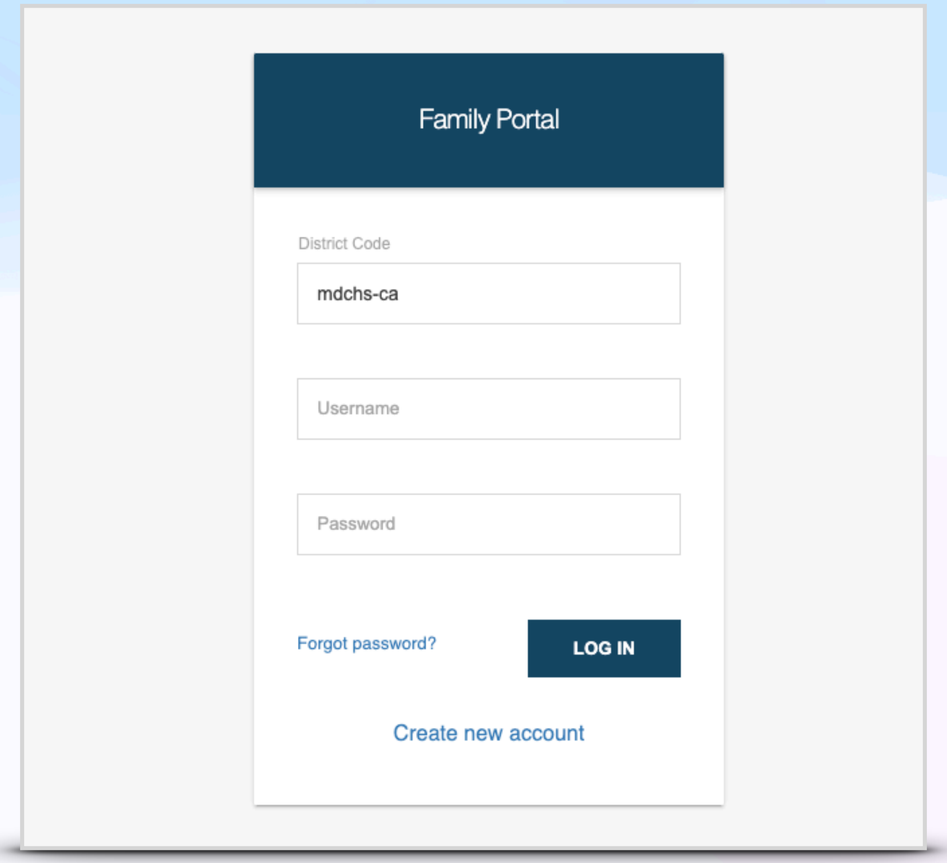
- Open your Office 365 in Chrome
- Open Schoology in a second tab
- Schoology is home to:
  - Courses
  - Resources
  - Assignments
  - Exams
  - Quizzes

https://schoology.materdeicatholic.org/



FACTS Family Portal

- District Code: **MDCHS-CA**
  - Announcements
  - Calendar
  - Progress reports / report cards / transcripts
  - Submit course requests
  - Your Parents/Guardians also have a Family Portal Account

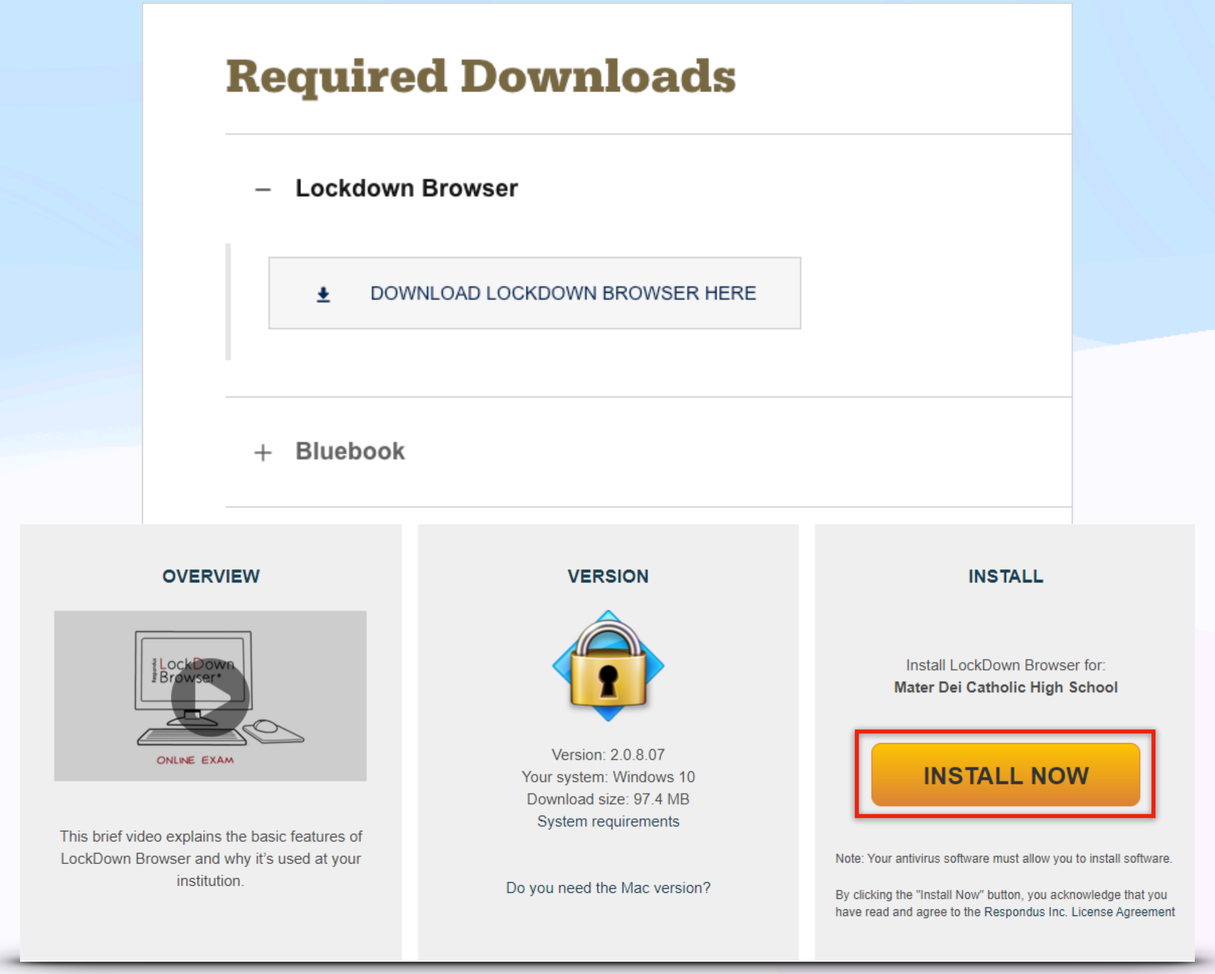


College Board BlueBook

- You will:
  - Need to download the app
  - Used for taking the PSAT
  - Will be provided more information later
  - https://bluebook.collegeboard.org/students

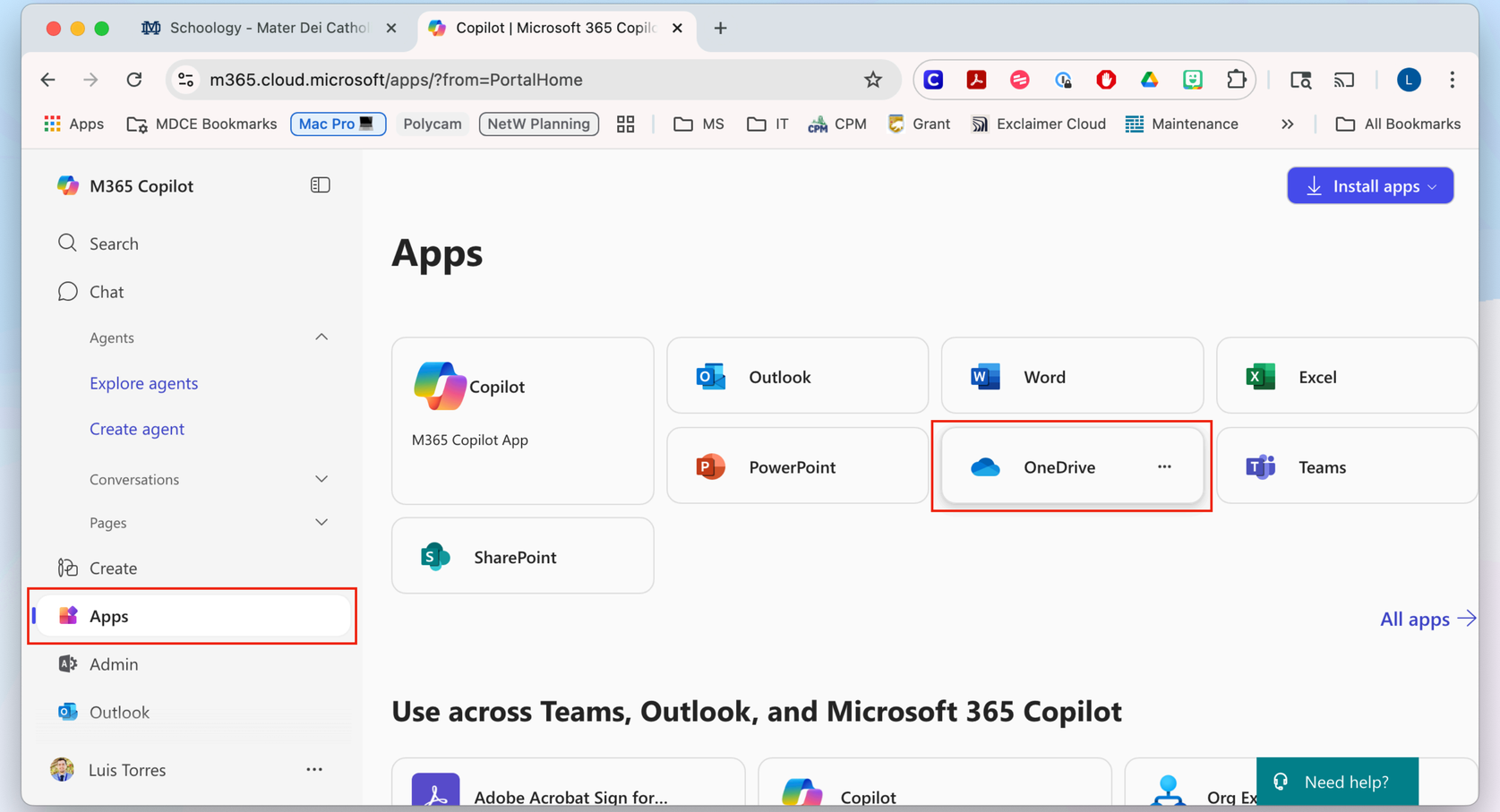
Installing Lockdown Browser

- Go to materdeicatholic.org
- Click on ‘Important Links’
- Click on ‘Information Technology’
- Scroll to ‘Required Downloads’
- Click on ‘LockDown Browser’ tab
- Click on ‘Download Lockdown Browser Here’
- You must have Admin privileges on your computer to install LockDown Browser
- Will not work if you have "Net Nanny" software installed



Save Your Documents to OneDrive

- You will find OneDrive in Microsoft 365 portal
- Will auto-save
- Can access from another computer
- Can download desktop app



Do I need antivirus?

- **YES!!!**
- Add an antivirus to your device if it doesn't come with one pre-installed
- If you do not have any antivirus software, Mater Dei will provide it for you.

Malwarebytes®

Crusader Digital Lounge

- If you need tech support:
  - Visit the Digital Lounge
  - 7:30am – 7:50am - **before** instruction time
  - 2:30pm – 4pm - **after** instruction time
  - **MUST HAVE** a note from your teacher for tech support **during instruction time** or you will be sent back to class for a note

Tech Support

- The Student Help Desk provides technical support for:
  - Software issues related to Microsoft 365, Lockdown Browser, Schoology, Internet, Browsers, Malwarebytes and other software related issues
  - We do not service laptops that require hardware replacement, repair, etc.
  - You will have to find your nearest specialist for repair (BestBuy, Geek Squad, etc.)
  - We can provide loaners for up to two weeks under the following circumstances:
    - Your laptop is damaged and being repaired
    - You have an exam, assessment, or quiz
      - Once you've completed your exam, assessment, or quiz, the loaner MUST be returned
- Good rule of thumb: **Restart your computer before coming to us**

Thank you!