

THE SCHOOL DISTRICT OF OSCEOLA COUNTY, FLORIDA

SOFTWARE LICENSE SUBSCRIPTIONS / WEB TOOL APPLICATION (Cloud-Based)/iPad APPLICATIONS

The District is required to protect students from accessing inappropriate content. Before completing this form, check the Approved Software and Web Tools list to see if the product is already listed. If not, complete this form to request access, examine the Software / Web Tool, including but not limited to, Terms and Conditions, Privacy Policy, external links and advertisements.

APPLICATION INFORMATION Date Submitted ____
ection #1 - To Be Completed by Teacher/Staff Member Requesting Software/Web Tool

Required? Yes No Is the Use of District Naming Conventions Permitted, if Student Names are Required? Yes No Sales Representative's Name Phone Number: Email Address: Section #2 - To Be Completed by School/Department Administrator Administrator's Signature Is School/Department Funding Software/Web Tool if Approver Software/Web Tool if Approver No	Requestor's Name:		School/Department:		Phone I	Phone Ext:		
Indicate Type of Product Below: Software (Reside on District Computer or Server) Web Tool (Cloud Based application) PiPad Other Grade Level PreK-2 Using the Program at Any After School Program at Any Home Use Support Staff Fyes, Which One? Will This Be Replacing an Existing Software/Web Tool Product Currently in Use in the District? Will This Support or Be Used With an Existing Software/Web Tool Program? Explain How It Will Be Used. What Does This Software/Web Tool Offer that Current Programs Don't Have? Will Student Information (Data) Be Entered? Ves No Is the Use of District Naming Conventions Permitted, if Student Names are Required? Ves No Sales Representative's Name Phone Number: Before School Program Individual Student Log-in: Required? Ves No Sales Representative's Name Phone Number: Before School Program Individual Student Log-in: Required? Ves No Is the Use of District Naming Conventions Permitted, if Student Names are Required? Ves No Software/Web Tool if Approve Uses No Will this Software/Web Tool Program Implementation Will Require Computers Home Use Server Computers Home Use Purchase of Additional Hardware: Server Computers Home Use Purchase of Additional Hardware: Server Computers Home Use Server Computers Home Use Server Computers Home Use Final Address: Server Ves No Purchase of Additional Hardware: Server Computers Home Use Server Computers Home Use Server Computers Home Use Home Use List Costs Below: Server Home Use Home Use List Costs Below: Server Home Use Home	Product Name:		Manufacturer's Name:		Web To	Web Tool URL:		
Indicate Type of Product Below: Software (Reside on District Computer or Server) Web Tool (Cloud Based application) Based application Cost of Pilot: Cost of Pilot: Cost of	Describe the Intended Use of Product:					Subject Material:		
Indicate Type of Product Below:					Is This	a Pilot?	□ Yes □ No	
Software (Reside on District Computer or Server)						Pilot Length: days		
□ Web Tool (Cloud Based application) □ iPad Other Grade Level Number of Students / Users Before School During School During School During School Program at Any After School Parents Students / Students / Students / Students Students / Students Students / Students Student Students Student						Date Pilot Expires:		
□ iPad □ Other Grade Level Targeted: □ PreK-2 □ 3-5 □ Program at Any Given Time? □ Adult Will This Be Replacing an Existing Software/Web Tool Product Currently in Use in the District? □ Yes, Which One? □ Will Student Information (Data) Be Entered? □ Yes, What Data: □ Program Inplementation Will Require Sales Representative's Name □ Program Implementation Will Require □ Administrator's Signature □ Administrator's Signature □ Server, □ Computers, □ Tablets □ PreX-2 □ PreStudent/User □ Students Per Student/User □ Students Per Teacher □ Pre Teacher □ Pr						D'1 4		
Other Grade Level Number of Students / Users Before School This Product? Students / User Before School During School Students Students / User Students Students Students Per Student/User Students Students Per Student/User Students Students Students Per Student/User Students Students Students Per Student/User Students S						Pilot:		
Students / Users Before School Department Administrator Students / Users Before School Department Administrator Students / Users Department Funding School Program at Any After School Parents Support Staff All of the above Per Student/User Per Studen								
Targeted:		Number of	Intended Use Time:	Who Will B	List Co	ete Below:		
PreK-2					.9			
3.5 Given Time? After School Parents Per Teacher Given Time? After School 24 x 7 x 365 Teachers Per Computer Station Per Computer Station Support Staff All of the above Per Site / School Per Site					. \$	Per Stu	dent/User	
G-8			_			ъ т	1	
Home Use					\$	Per Tea	acher	
9-12					ators ¢	Per Co	mnuter Station	
K-12					Ψ	r er co	inputer Station	
Will This Be Replacing an Existing Software/Web Tool Product Currently in Use in the District?	□ K-12					Per Site	e / School	
Will This Support or Be Used With an Existing Software/Web Tool Program? Explain How It Will Be Used. What Does This Software/Web Tool Offer that Current Programs Don't Have?	□ Adult				Ψ	1 61 510	e / Belloof	
Will Student Information (Data) Be Entered?	If Yes, Which One?							
If Yes, What Data: Yes No Student Log-ing Required? Yes No Is the Use of District Naming Conventions Permitted, if Student Names are Required? Yes No No No Names are Required? Yes No No No Names are Required? Yes No No No Names are Required? Yes No No No Names are Required? Yes No Names are Required? Names are Required? Yes No Names are Required? Names are	What Does This Softwa	re/Web Tool Offe	r that Current Programs	Don't Have?				
Is the Use of District Naming Conventions Permitted, if Student Names are Required? Yes No					☐ Yes ☐ No Student Log-ins Required?			
Sales Representative's Name Phone Number: Email Address: Section #2 - To Be Completed by School/Department Administrator Administrator's Name: Administrator's Signature Administrator's Signature Is School/Department Funding Software/Web Tool if Approved Yes No Will this Software/ Web Tool Be Available to Other Teachers / Staff? Yes No Other Other Tablets Other Other	Is the U				the Use of District Naming Conventions Permitted, if Student			
Section #2 - To Be Completed by School/Department Administrator Administrator's Name: Administrator's Signature				Names are R	equired?	Yes □ No		
Administrator's Name: Administrator's Signature Administrator's Signature Software/Web Tool if Approved Yes No Will this Software/Web Tool Be Available to Other Teachers / Staff? Yes No Other Other Administrator's Signature Software/Web Tool if Approved Yes No Program Implementation Will Require additional Hardware: Server Computers Server Server Tablets Other Other Other Software/Web Tool if Approved Yes No	Sales Representative's Name Phone Number:			Email Address:				
Administrator's Name: Administrator's Signature Administrator's Signature Software/Web Tool if Approved Yes No Will this Software/Web Tool Be Available to Other Teachers / Staff? Yes No Other Tablets Other Other Administrator's Signature Software/Web Tool if Approved Yes No Program Implementation Will Require additional Hardware: Server Computers Server Server Yes No Other Other	S-4 #2 T- D- (Y	S - L 1/D		4			
Will this Software/Web Tool Program Implementation Will Require Quantities needed: Purchase of Additional Hardware: Server is Funded? Yes □ No Other Tablets Other		ompieted by S			เเบร	La Cale1/D	- outus out F 1:	
Be Available to Other Teachers / Staff? Yes No Additional Hardware: Server S	Administrator 8 Name. Administrator			Signature		Software/Web Tool if Approved		
Teachers / Staff? Server, Computers, Tablets Other Other Other Other	Will this Software/ Web	0				Purchase of Additional Hardware		
☐ Yes ☐ No Other Tablets Other								
Other	- Server,		er, \square Computers, \square T	ablets Com	puters			
	☐ Yes ☐ No	Other	Other					
Funding Available From: \square School \square District \square Grant \square Internal Funds \square Other	T 1 4 2 1 1 F		• • • • • • • • • • • • • • • • • • • •	. 15 1 -				
If Grant Money is Used, What is the Grant Deadline?				ternal Funds	Other			

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SOFTWARE LICENSE SUBSCRIPTIONS / WEB TOOL APPLICATION (Cloud-Based)/iPad APPLICATIONS Section #3 -To Be Completed by the Software/Web Tool Vendor If Student Information/Data Is Collected, I Have Confirmed Costs Listed in Section 1 Where Is It Stored – Region/Country? □ Yes □ No How Long Is Student Information Stored? **Provide Additional Cost Information Below:** Can the Student Data Be Deleted or Downloaded to the District Additional Cost for Support Materials ☐ Yes ☐ No Pricing for Support Materials \$_____/ each Upon Request? \square Yes \square No What Security Measures are in Place? Multi-site Discounts Available? ☐ Yes ☐ No List Below or Provide Price Sheet Showing Discount Levels and All Costs Associated with Use. Bandwidth Requirements? \$ Multiple Sites (list #) \$ District-wide \$ Training (if applicable) URL's that Need to Be White Listed \$ Annual Maintenance & Support \$ Other District-wide Multiple Year Discount Available? Is Your Product "One Roster" Compliant? ☐ Yes ☐ No ☐ Yes ☐ No Windows or IOS? Minimum windows version required? Part of the Florida Data Consortium? ☐ Yes ☐ No Willing to sign Student Data Privacy agreement? ☐ Yes ☐ No Does application use any deeper learning built in features - Artificial Intelligence? Name of person completing this section: Date completed: Comment(s): Section #4 - To Be Completed by Curriculum & Instruction/Chief Academic Office Who in Curriculum was Assigned to Review this Reviewed by Curriculum & Will This Be in Addition to or Replacing an Instruction Dept.? Existing Software / Web Tool Currently in Use Software / Web Tool Request? within the District? ☐ Elementary ☐ Addition Name____ ☐ Middle ☐ Replacing, List Current Software/Web Tool ☐ High ☐ All the Above Describe Intended Use of the Product. How Will it Be Utilized in the Classroom? Approved by Curriculum for Submittal to the Will Be Considered for More Than One School? ☐ Yes ☐ No Software / Web Tool Committee?

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Administrator's Signature

Comments:

☐ Yes ☐ No

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Section #5 - To Be Completed by Records Department Has the Privacy Policy been Compliant with FERPA (Family Educational Rights & Privacy Act)? ☐ Yes ☐ No Reviewed? \square Yes \square No Compliant with CIPA (Children's Internet Protection Act)? ☐ Yes ☐ No Reviewed by Signature Section #6 - To Be Completed by Purchasing Department Have the Terms and Conditions Is a contract required for this Any Exceptions to Standard Terms and Conditions? been reviewed? Software/Web tool? ☐ Yes ☐ No ☐ Yes ☐ No \square Yes \square No ☐ Possible Due to Dollar Amount or if Utilized District Wide. What Other Areas Need to Be Addressed in the Contract, If Any? Reviewed by Signature Administrator's Signature Section #7 - To Be Completed by Information & Technology Division Comments by **ITSD**: Reviewed by (Director of ITSD) Name: Signature: Comments by **MISD**: Reviewed by (Director of MISD) Name: Signature: Comments by NISD: Reviewed by (Director of NISD) Name: Signature: Comments by **MITD**: Reviewed by (Director of MITD) Name: Signature: Comments by Chief Information Officer: Reviewed by (Chief Information Officer) Name: Signature: **SOFTWARE STATUS (To be completed by – MITD office):** Approved (Enter Date): Approved/Pending Contract (Enter Date): **Denied (Enter Date):**

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