



DMA Parent Guide – Option B (Windows OS)

Version 1.2

Document Authorisation

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Note: Printed copies of this document are not controlled.

Revision History

Date	Author	Version	Revision Notes
15/10/2021	MOE	1.0	New Release
08/11/2021	AsiaPac	1.1	Rectify Unit1-3 parent password details and add UAC screenshot
26/11/2021	AsiaPac	1.2	<ul style="list-style-type: none">• Add Unit 1-2 include Manual sync to DMA steps.• Add Unit 1-1 include Table 3 Summary of Parent account usage• Include Document revision history.

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Chapter 1: Introduction

This guide is written for parents of students who have their Personal Learning Devices (PLDs) enrolled into the Device Management Application (DMA) program under the Ministry of Education (MOE).

It describes the functions that you, as a parent, have access to. The following are the three options presented to parents:

Default Option

This is the selected option if you do not request for either Option A or B. This option presents you with a dashboard from which you can view your child's/ward's browsing activity.

Option A

If you wish to have more flexibility with the device, you can opt for Option A. This option allows you to install applications of choice and to customise your child's/ward's device sleep timing, while retaining the web filtering function to protect your child/ward from unsafe contents.

Option B

If you wish to have total control of the device after school hours, you can opt for Option B. In addition to having the ability to install applications of choice, all activities on the device are not logged.

It is important to note that by not logging activities, there is no content filtering in place to protect your child from unsafe web content. There is also no sleep hour restriction on the device, which means that your child/ward will be able to use the device at any time.

Unit 1-1 – Summary of Parent Options Features

Your child/ward will be provided with different accounts to access his/her PLD based on the After-School DMA Parent Options chosen.

Parents who have selected Option A or B will need to set up a Parent Admin Password to perform administrative tasks (e.g., installation of apps) after school hours.

Table 1 provides information on the accounts available for the different options chosen, and when each account should be used:

	Student iCON Account	After-School Student Account	Parent Admin Password (for administrative tasks)
Default			
School hours usage	✓	✗	✗
After School hours usage	✓	✗	✗
Option A & B			
School hours usage	✓	✗	✗
After School hours usage	✓	✓	✓

Table 1

Table 2 provides information on the Parent Options features that are available after school hours:

	Default	Option A	Option B
Web Browsing History*	✓	✓	✗ [#]
Additional Web Content Filtering	✗	✓	✗ [#]
Additional Installation of Applications	✗	✓ Parent Admin Password required for selected apps	✓ Parent Admin Password required for selected apps
Sleep hours shut down	✗ Sleep hours controlled by school	✓ [@]	✗ No restrictions

Table 2

* Browsing history and Web content filtering is in place through the use of Google Chrome Browser

[#] Parents on Option B will need to use non-Chrome browsers to disable web browsing history tracking and web content filtering.

[@] Parents may request to change sleep hours through the school's DMA Administrator.

Table 3 provides summary on the Parent account usage:

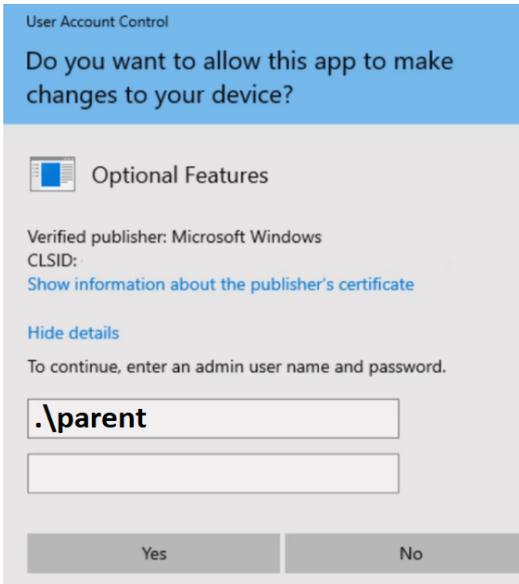
Parent's Admin password for Option B	
Purpose	Administrative tasks at student's PLD, for eg: <ul style="list-style-type: none"> • Install applications • Install device drivers (e.g. home printer)
Login ID	.\parent
Password	Provided by school
Account Available	Non-school hours
Information resource	DMA Parent Guide for Option B Unit 1-4 – Parent Admin Password Guidelines (page 9)
Use	<p>During the process of installation at student's PLD, a User Access Control (UAC) will prompt out.</p> <p>To install an app or driver, input the following:</p> <p>Userid: .\parent</p> <p>Password: provided by school</p> 
Forgot password	Please contact school DMA for assistance.

Table 3

Unit 1-2 – Manual Sync to DMA platform

Use below steps to ensure student’s PLD get the latest policies and settings form DMA. You may require performing this sync for at least 3 times in 30 minutes.

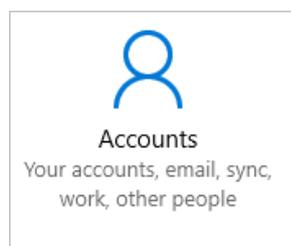
Step 1:

Login student’s iCON account



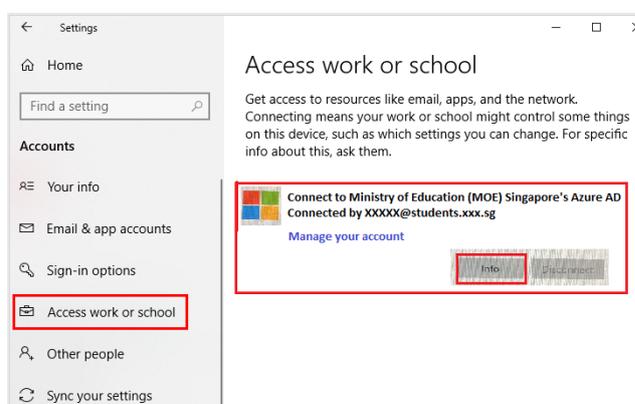
Step 2:

Open **Settings**, and then select **Accounts**



Step 3:

Select **Access work or school**, and then click **Info** under student Icon account.



Step 4:

Scroll down and click “Sync” button. Wait the sync complete. Repeat this sync for 3 times, then restart the device.



Unit 1-3 – Guiding your child to sign-in to his/her After-School Student Account

To access the features for Option B after school hours, users will need to sign-in to the After-School Student Account.

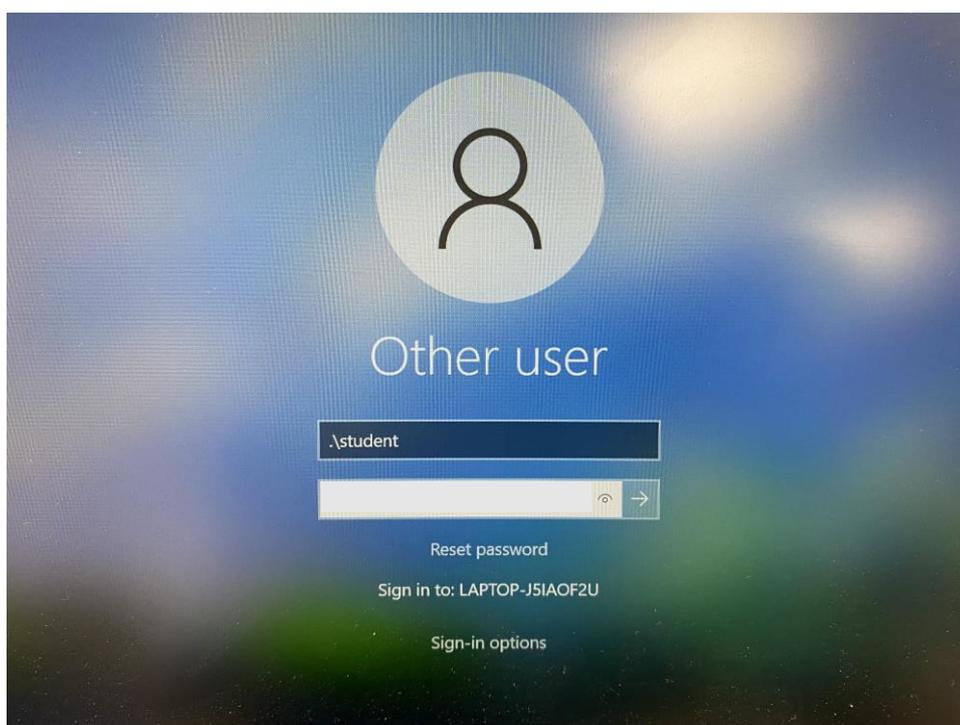
Step 1:

[During first login]

To setup the After-School Student Account, choose "Other user" at the left bottom corner of the main login page, and input **.\student**.

Leave the password field blank and login. You will then be prompted to change password. Please proceed to create your new password.

This account is only available after school hours. Students will not be able to login to this account during school hours.

**Step 2:**

Your child/ward can start using his/her device as usual after logging in successfully.

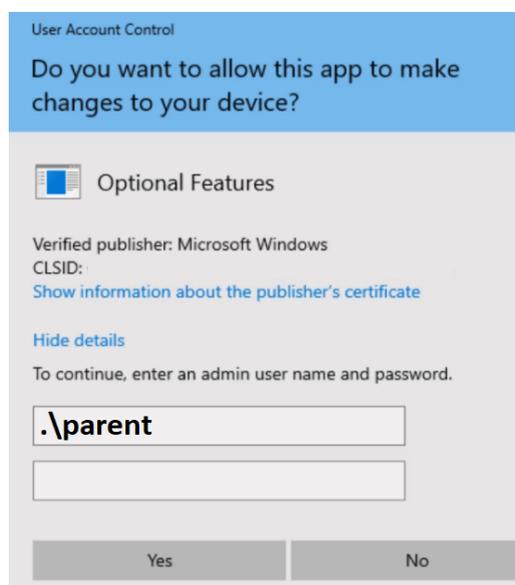
Please note that the username for the After-School Student Account is **.\student** for all future logins.

Unit 1-4 – Parent Admin Password Guidelines

You will need to key in a Parent Admin password in order to perform administrative tasks (e.g. installing apps) on your child's/ward's PLD.

- When User Access Control (UAC) windows prompt out (refer to Pic 1), please login as **.\parent**
- Key in password that provided by school.
- Do keep your password in a safe place after password change.
- If you have forgotten your password, please contact the school's DMA Administrator for assistance.
- You are advised **NOT** to
 - share the Parent Admin Password with your child/ward.
 - remove applications that have been installed by the school (e.g. Chrome and Blocks).i).
 - de-enroll the PLD from Intune for Education.

Pic1



Chapter 2: Installation of Applications

Your child/ward will be able to download any applications under Option B. However, there may be some applications that would prompt for the Parent Admin Password at the time of installation.

Note: The school reserves the right to block Chrome extensions that are objectionable. Chrome extensions blacklisted by the school will not be accessible both during and after school hours even if they are installed.

If you have any questions, please contact your respective school's DMA Administrator.