M-DCPS MOBILE WIRELESS DEVICE REQUIREMENT

District Specifications/Requirements	Personal Device Considerations
District-issued Blackberry and other mobile wireless devices (Devices) communicate with the District's mobile mail server to allow for essential system updates to be automatically received.	Employees using personal Devices to access the District's network, must have an appropriate Enterprise Data Plan through their carrier**.**
The District's Emergency Contact List (ECL) includes a central database of phone numbers for employees with District-issued cellular phones and Devices.	Employees electing to use personal cellular phones or Devices for District business MUST ensure that their personal wireless phone number is up-to-date in the Employee Portal.
In order for the District's ECL to be updated appropriately, the personal mobile device must allow for information to be received and updated.	Employees who are members of District's ECL must ensure that their personal Device is set to allow automatic ECL updating.
In the event a District-issued Blackberry or other Device is lost or stolen, contact lists, e-mail and other sensitive information can be remotely deleted to prevent unauthorized access.	Employees using a personal Device will be responsible for contacting their service provider to delete information if their Device is lost or stolen.
DCIRT Emergency e-mail messages sent by administration are designed for "*immediate delivery"* and have a unique ringtone.	Employees whose job duties require that they receive DCIRT emergency alert messages must ensure that their personal Device is capable of processing DCIRT messages and is configured accordingly.
Every District-issued Blackberry and other Device accesses the M-DCPS Outlook e-mail, calendar and contacts	
In emergency situations when email is unavailable, staff using District Devices may utilize PIN to PIN communication to provide an alternate communication method.	PIN to PIN communication is not available on employee personal Devices.
In emergency situations when e-mail service is unavailable, District-issued Devices may communicate via Short Message Service (SMS) as an alternate communication method.	SMS communication may require additional expense.
To address emails appropriately, all mobile wireless devices must have access to the District's Global Address List from Outlook.	Employees using a personal Device will be responsible for contacting their service provider for configuration instructions.
The District's Damage Assessment application icon is required for Principals to report the condition of to their campus via their Blackberry in the event of an emergency. This application is automatically "pushed" to District Devices.	Principals using a personal Device will need to manually create "shortcuts" to access District applications.
The District provides technical support and training for District-issued Devices.	Employees using a personal Device must contact their service provider for technical support.

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