**Porter Creek Secondary School**

The Department of Education provides access to cloud-based technologies for students to work with their teachers. Services we use are Microsoft 365 and G Suite for education.

**Using Microsoft 365** covers: E-mail, calendars, messaging, video conferencing, document viewing, editing in web browser, Microsoft teams, OneNote, Word, PowerPoint and Excel.

**Using G Suite** covers: calendars, document viewing, web browser, collaborative work spaces, docs, sheets, slides, and forms.

These Cloud services are safe and secure. The Department of Education will provide each Yukon student an account in both of these services that will remain with them until they graduate in a Yukon School.

**If you do not wish to have your student** take advantage of these services, please fill out the information below and return to the school office (Jackie).

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Parent name signature of parent

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Student name date