

# THE DIGITAL DISPATCH



Welcome to the SD72 tech newsletter—designed to inform you about our district's technology opportunities and initiatives!

## What to Expect

- **Quick Tips:** Save time and spark innovative ideas.
- **Workshop Updates:** Enhance your digital skills.
- **District News:** Stay informed on tech developments.

Whether you're tech-savvy or just starting out, this newsletter is here to support your digital journey!

The Digital Dispatch can also be found on the [72learning hub](#).



## WINDOWS 11 SLOWDOWN FIX

**Some laptops (especially Dell models) have experienced slowdowns after upgrading to Windows 11.**

To fix this, disconnect your computer from the S: Drive. For step by step instructions with pictures look to the next page.

## TEACHER AI GUIDELINES

The new teacher guidelines are now available on the 72Learning Hub [found here](#).

You can also find a video discussion of the new guidelines and a brief demo of Copilot (our recommended AI chatbot) [available here](#).

## PARENT APP CHANGES

To reduce confusion, the automatic pull of assignment information from Microsoft Teams into the Parent App will be removed. The Parent App will continue to function for announcements, attendance, and other features. Teams will continue to work normally for teachers and students.

If you have any questions or concerns about this change, don't hesitate to reach out.

## FILE-SHARING CHANGES

**Based on feedback from teachers and administrators, default sharing settings are being updated.**

- **External links** shared with 'Anyone' will now automatically expire **365 days** after creation (**previously 30 days**).
- Sharing **within SD72** will remain unchanged (**no default expiry** date and **view-only** sharing by default).

For more details on customizing your file-sharing settings, see below.

## QUESTIONS OR SUGGESTIONS?

Do you have any technology wins or news to share? Please reach out to me at the address below.



## BRENNAN HAGEN

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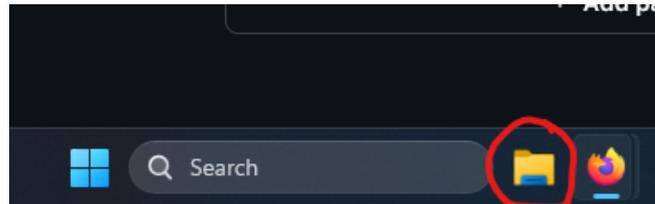
# HOW TO FIX SLOW DOWNS AFTER UPGRADING TO WINDOWS 11

Some staff with older laptops (especially Dell Laptops) are reporting that their computers are running significantly slower after the update to Windows 11. The good news is that there is a quick fix that should make your computer run as it did before.

## Step 1

### Open File Explorer

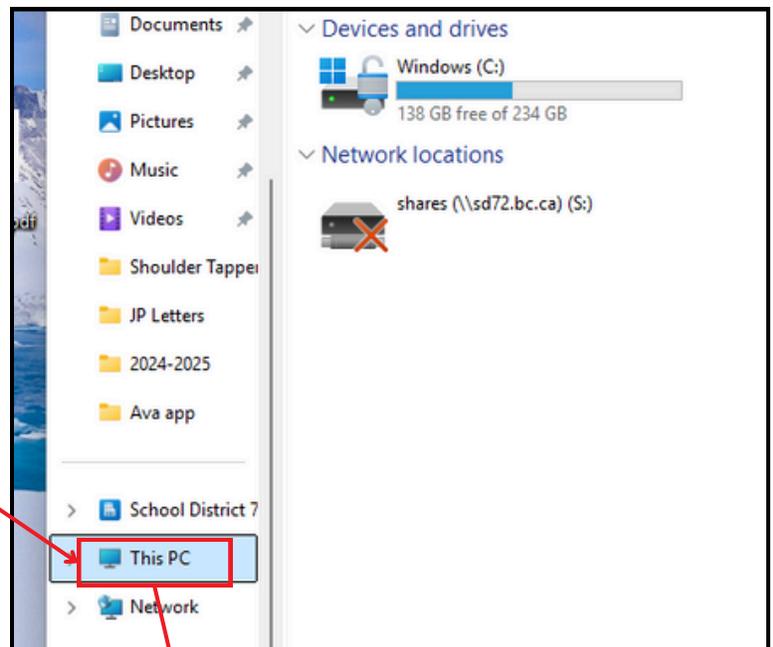
Click on the yellow folder icon on your windows task bar.



## Step 2

### Find "This PC"

Find "This PC" on the left side of the window and click on it. If you do not see it, you might need to scroll down.

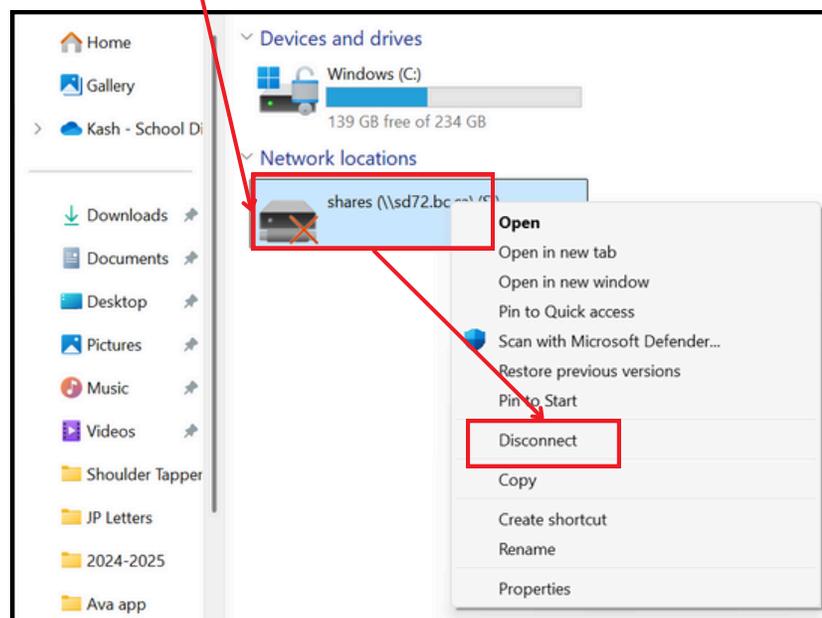


## Step 3

### Disconnect (S:) Drive

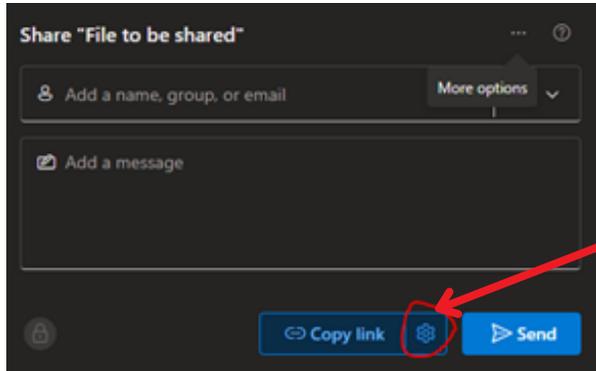
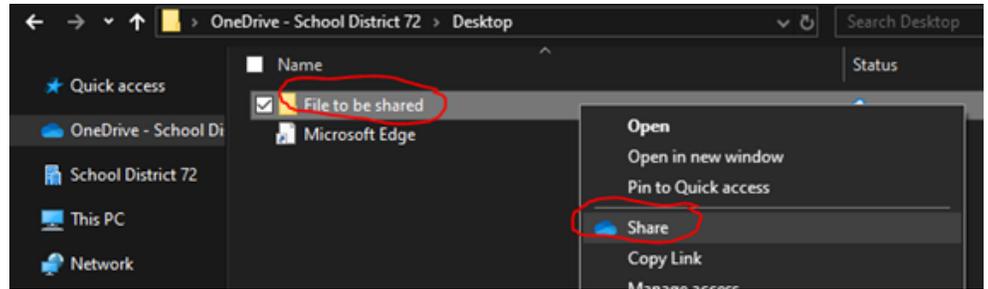
Right click on the "shares (S:)" under "Network locations" and click on the "Disconnect" option. The Drive should disappear.

Once the S: Drive has been disconnected, restart your computer and it should now run smoother.

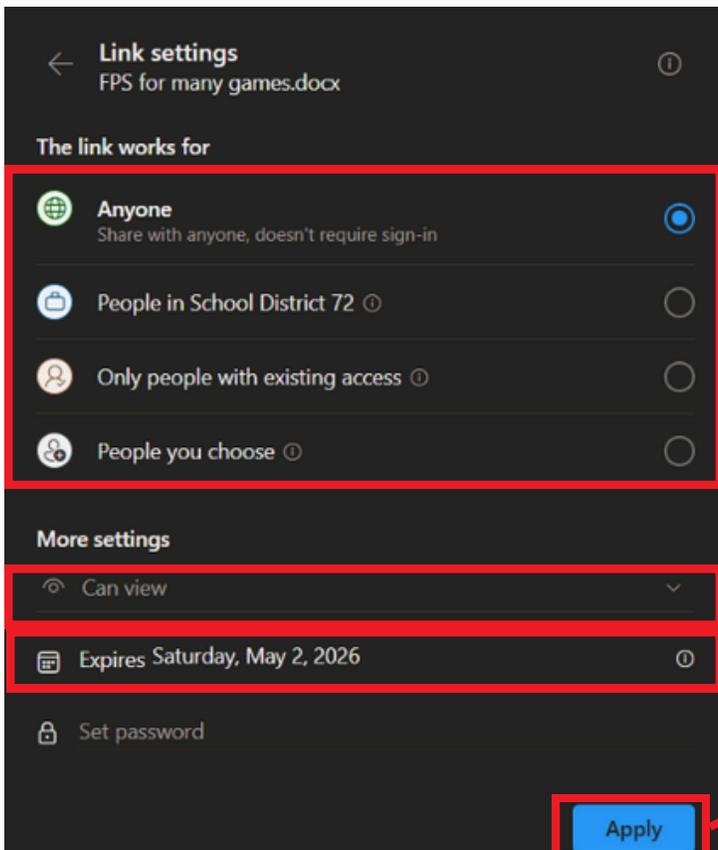


# CUSTOMIZE YOUR FILE SHARING SETTINGS

To share a file or folder make sure it is saved to your OneDrive, right click on it and select the “**Share**” option.



You are now presented with a popup window. Click on the **settings cog** button.



**Customize who can access the link:**

- Select “**People in SD72**” to share with staff within the district.
- Choose “**Anyone**” if you need to share the link with parents or individuals outside the district.

**Adjust permissions:**

- By default, links are set to “**can view**”. If you want the recipient to be able to edit the document, change the setting to “**can edit**”.

**Set expiration dates:**

- **Sharing with 'Anyone' now defaults to a 365-day expiry.** Shorten the expiration period if you don't need to share the file for a full year.

Once you are satisfied with the settings, confirm them with “**Apply**”.

Lastly, either type in the names of those you would like to share with or copy the shareable link with the “Copy Link” button.

