I understand that this a **loan** and the hotspot/cell phone and components remain the property of the South Orange-Maplewood School District. I acknowledge that I have read and understood the rules and guidelines listed below. If damage/loss is incurred, I understand that I am to immediately report the damage/loss to the district by emailing info@somsd.k12.nj.us or calling (973) 762 - 5600 ext 1912.

Proper Care and Use

- Exercise extreme care with this hotspot/cell phone including securing the equipment whether it is in use or not in use.
- Do not leave the hotspot/cell phone in a hot or cold environment for an extended period of time.
- Do not modify or attempt to circumvent security measures on the hotspot/cell phone (including attempting to obtain root access to the device).
- Do not leave the hotspot/cell phone plugged in for an extended period of time. Once the device is fully charged, unplug the devices' power cords.
- Damage or theft to the hotspot/cell phone or components must be immediately reported to the district.
- The student shall not, in any way, tamper with or misuse school equipment, either software or hardware. No form of tampering is acceptable.
- The Student may not download copyrighted software, audio or video files, or any other copyrighted material from the Internet not legally allowed to be used. Any such material found will be deleted without prior notification.
- This hotspot/cell phone may not be used for any form of personal financial gain.
- This hotspot/cell phone and its contents remain the property of the School. No data stored on this computing device is personal or private and the Student has no reasonable expectation of privacy in such data. Any application or data (apps, music, etc...) will become the property of the school district upon completion of the program.
- This electronic device may record or collect information on the student's activity or the student's use of the device if the electronic device is equipped with a camera, global positioning system, or other features capable of recording or collecting information on the student's activity or use of the device. If school district equipment is issued to a student for use outside the district, it is possible this collection of information on the student's activity or use of the device may occur outside of the school. The school district shall not use any of the capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student as per. N.J.S.A.18A:3639 (P.L. 2013, c. 44).
- Food and drinks should be kept away from the hotspot/cell phone.
- **There is limited internet filtering on this hotspot/cell phone. It, therefore, becomes the parent(s) and or guardian(s) responsibility to monitor appropriate student use of the hotspot/cellphone.**
- Cell phone calls (local, long-distance, and international) are strictly prohibited unless written approval is provided by the district.
- Text messaging, MMS, and SMS using the district cell phone/hotspot is strictly prohibited.

**1/4**

**By taking ownership of a school district hotspot/cell phone, I agree to the following...**

- I agree to keep this hotspot/cell phone in my possession at all times. I will not give or lend it to anyone except to return it to the School for repair in case it is damaged.
- I agree to carry this hotspot/cell phone in a secure manner to minimize the chances that it will be damaged or destroyed.
- I will use all protective cases provided by the district to protect the hotspot/cell phone
- I agree to follow the Acceptable Usage Policy and will not use this computing device, in or out of School, for inappropriate or unlawful purposes. I understand that the School will fully cooperate with all relevant authorities in investigating and prosecuting any unlawful use.
- This electronic device may record or collect information on my use of the device if the electronic device is equipped with a camera, a global positioning system, or other features capable of recording or collecting information on my activity or use of the device. It is possible this collection of information on the student's activity or use of the device may occur outside of the school. The school district shall not use any of the capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student as per. N.J.S.A.18A:3639 (P.L. 2013, c. 44).
- I accept full responsibility for the hotspot/cell phone while it is checked out to me.
- I understand and acknowledge that hotspots/cell phones are unsecured, wireless networks and that any information being sent or received over the network could potentially be intercepted by another wireless user.
- Hotspot/cell phone borrowers are cautioned against transmitting their credit card information, passwords, and any other sensitive, personal information while using the wireless network.
- I understand and acknowledge that the Internet contains images and content that may be offensive or harmful to me or to others. I understand that parents/guardians should monitor any sites or services used while connecting to the hotspot/cell phone.
- I agree that I use the hotspot/cell phone at my own risk.
- **I agree to return this hotspot/cell phone to the School at the conclusion of the current COVID-19 school closures or at the request of the school district. I further understand any applications, music, etc., loaded on the device become the property of the school district and will not be returned.**
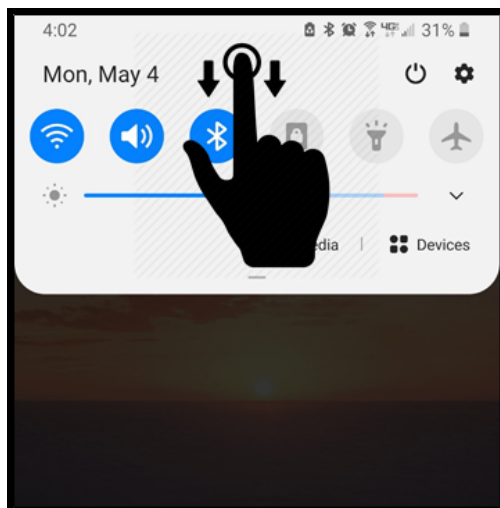
## Instructions - Cell Phone / Hotspot

The cell phone provided to you has been configured with mobile hotspot services. This means that you can connect your laptop or tablet to the cell phone to browse the internet. Follow the steps below to turn on the hotspot services on the cell phone:
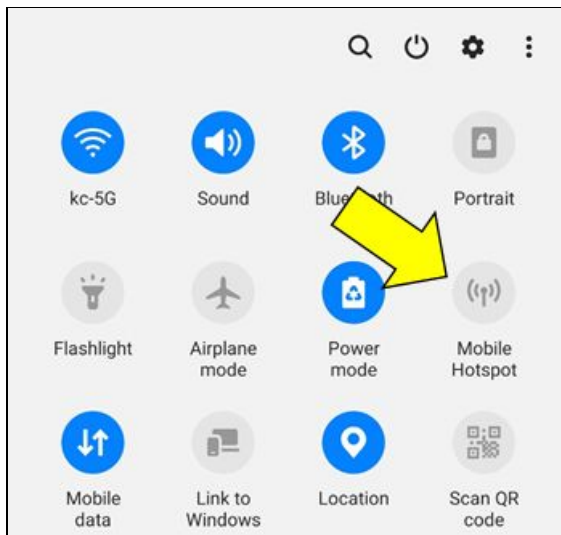
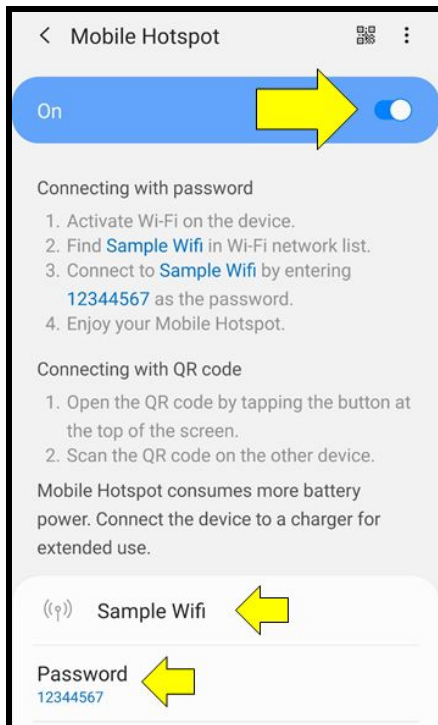1. Press and hold the power button to turn on the device.



2. Once the device is powered on, swipe down from the top of the screen to display the notification shade.



3. Swipe down on the notification shade to display additional device features and settings.

Department of Information Technology
e: helpdesk@somsd.k12.nj.us | p: 973 - 762 - 5600 ext. 1912

The School District of
SOUTH ORANGE
& MAPLEWOOD
525 Academy Street • Maplewood, NJ 07040

4. Press and hold **Mobile Hotspot** icon.



5. Toggle the On switch for Mobile Hotspot.
6. Use the wireless network name and password to connect your laptop and tablet to the hotspot.

# Kajeet SmartSpot® 900 4G LTE
# Quick Start Guide

**AC CHARGING PORT**

**STATUS DISPLAY**

**POWER/MENU BUTTON**

verizon√

The Kajeet SmartSpot® is a portable Wi-Fi hotspot that extends the school day by providing the fastest, filtered broadband access anywhere.

**POWER/MENU BUTTON:**
Powers the Kajeet SmartSpot on/off, wakes the screen from sleep mode, and cycles through menu options.

**AC CHARGING PORT:**
The AC charger connects here.

**STATUS DISPLAY:**
Provides connection and battery status, network signal strength and the number of users connected to the Kajeet SmartSpot.

kajeet·
More than just Internet™

**www.kajeet.com**

# Accessing

## Your Kajeet SmartSpot Wi-Fi Name and Password

To access your Wi-Fi name and password follow the steps below.

1. Make sure the Kajeet SmartSpot is turned on.
2. With the display on, press the power/menu button once to enter the menu (if the screen is off, press the power/menu button to exit sleep mode).
3. Press the power/menu button again to display the Wi-Fi name.
4. Press the power/menu button one more time to display the Wi-Fi password.
5. To return to the home screen, press the power/menu button two more times.

# Connecting

## To Your Kajeet SmartSpot

Once you have located your Kajeet SmartSpot Wi-Fi name and password, you can now connect to the Internet with these simple instructions.

1. Make sure the Kajeet SmartSpot is turned on.
2. On your computer, tablet, mobile phone, or other Wi-Fi enabled device, select the Kajeet SmartSpot Wi-Fi network name (ex. Ellipsis Jetpack ####) from the list of available wireless networks.
3. When prompted, type your Wi-Fi password and click OK.
4. Your device is now connected to the Internet.

To view your device's status and data usage, visit **kajeet.com/status**.

For support with your device please contact your school or district technology department.

# User guide.

## MiFi 8800L

verizon√

BC

# About Your Jetpack



❶ **Power Button — Powers the Jetpack on and off.**

❷ **Color Touchscreen (2.4 in) — Displays device status, data usage, and number of users connected.** Swipe left/right/up or down to access available menu options.

❸ **Test Port**

❹ **USB-C Port —** Use to connect the QuickCharge charger, Internet over USB-C, to charge one additional wireless device, and MiFi Share file sharing via mass storage.

❺ **Test Port**



❻ **Master Reset Hole — Use to reset Jetpack back to original factory settings.**

❼ **Battery Compartment —** The battery is pre-installed.

❽ **Battery Removal Divot —** Insert a fingernail here and lift to remove the battery.

# Status Indicators

| DISPLAY ICON | | DESCRIPTION |
| --- | --- | --- |
| No icons | | The Jetpack is powered off or not receiving power, or the screen is in power-saving mode. |
| Network Signal Strength | | Network Signal Strength Indicator. More bars indicate more signal strength. |
| Activity Indicator | | Data is being transferred between the mobile network and your Jetpack. |
| Roaming | | Roaming indicator. |
| Wi-Fi Indicator | | Your Jetpack Wi-Fi network in turned ON. |
| Messages | | You have unread messages. |
| Connected Devices | | Shows the number of Wi-Fi devices connected to your Jetpack. |
| Battery Charge Indicator | | The battery is fully charged. |
| Battery Charge Indicator | | the battery is critically low and the Jetpack will shut down unless the battery is connected to the charger. |
| Battery AC Charging Indicator | | Displays when the Jetpack is connected to the AC charger. |
| Battery USB Charging Indicator | | Displays when the Jetpack is connected ia USB and is charging. |

**OTHER ICONS**

| | | |
|---|---|---|
| SIM - Red | ✕ | If this icon is displayed, there is no SIM card installed. |
| SIM - Red | 🔒 | If this icon is displayed, your SIM is locked. Real-time data usage meter will not display. |
| SIM - Red | ? | If this icon is displayed, there is a SIM error. Check to be sure your SIM card is properly installed. |
| USB Tethered | | If this icon is displayed, your Jetpack is connected to Wi-Fi via USB. |
| Universal Charging | | Tap the icon to display Universal Charging status. Options include Available, Charging, or Not available. |
| Software Update | | Scroll and select the icon to display the current SW version, and to download and install an update. |
| MiFi Share | | USB Mass storage device in use. |

# Power Management

## Charging Your Jetpack

---

**IMPORTANT**    Before you use your Jetpack, be sure to charge the battery for at least three hours to ensure a full initial charge. When fully charged, the battery has up to 24 hours of life.

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To charge the battery:

❶    Connect the USB end of the QuickCharge charger into the charging port of the Jetpack.

❷    Plug the other end of the wall charger into the appropriate electrical outlet. When the battery is fully charged, the battery icon ▰ will turn solid black.

Before using your Jetpack, read the battery safety information in the "Safety Hazards" section of this guide. (See Proper Battery Use and Disposal on page 124.)

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**CAUTION!**    Use only batteries and chargers with your Jetpack that have been approved by Inseego Corp for optimal performance and safe operation.

---

## Using Your Jetpack to Charge Other Devices

The universal charging port allows you to charge an additional device such as a phone or tablet, using your Jetpack.

To charge an additional device:

❶    Connect the USB cable to the device to be charged.

❷    Connect the other end of the USB cable to the Universal Charging port on the Jetpack.
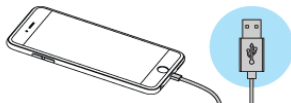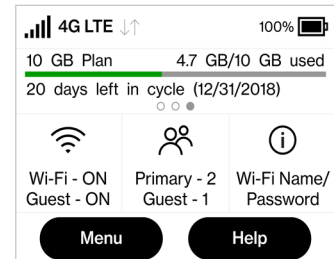
# Using Your Jetpack's Touchscreen

Turning Your Jetpack On and Off
Using Your Jetpack's Touchscreen

# Turning Your Jetpack On and Off

- To turn your Jetpack on, press and hold the **Power** button for 2 seconds.



- To turn it off, press and hold the **Power** button for 3 seconds..

- To wake the Jetpack display, press and release the **Power** button.

## Connecting to Your Jetpack

You can use the Jetpack as a wireless mobile  hotspot to connect your computer and up to a total of 15 Wi-Fi enabled devices to the mobile broadband network.

To connect to your Jetpack:

❶ Turn on your Wi-Fi enabled device and your Jetpack. The Jetpack will broadcast its own wireless network and name.

**Tip!**  The steps to connect to a Wi-Fi network vary depending on your device and software. See your device's User Guide for more information.

❷ When prompted, enter your Wi-Fi Network password. The Jetpack Home screen should now show an additional connected device. Your Wi-Fi enabled device is now connected to the Internet.

❸ You can view or change Jetpack settings by connecting to the Jetpack Admin website at http://my.Jetpack or http://192.168.1.1.
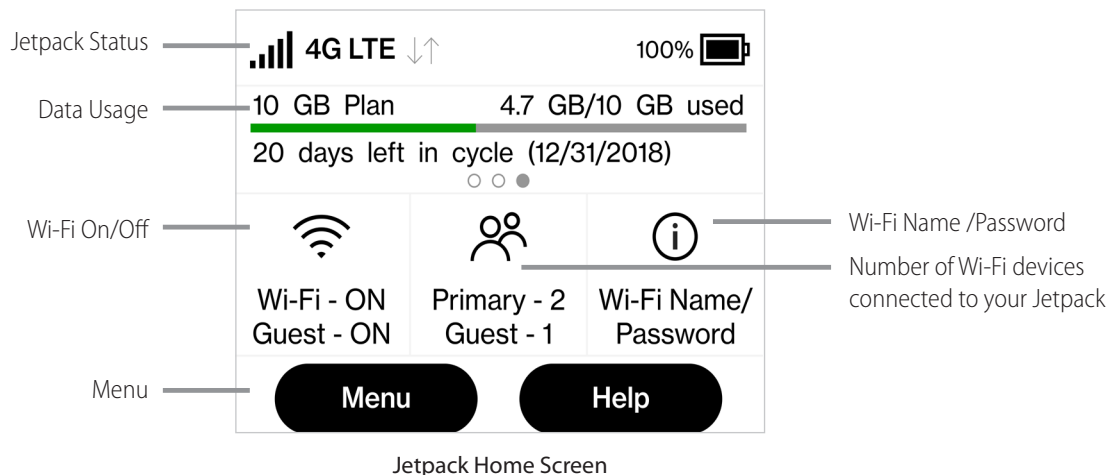
---

**IMPORTANT**    Charge the battery completely before you connect your computer to your Jetpack. (See Power Management.)

---

# Using Your Jetpack's Touchscreen

From the Jetpack's touchscreen, you can check your Jetpack's status, view your current data usage, see Wi-Fi and Connected Devices details, and more.
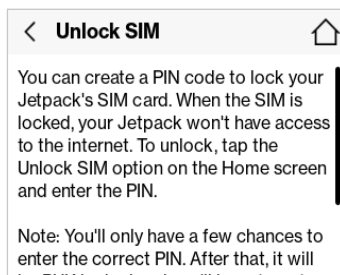
## The Home Screen

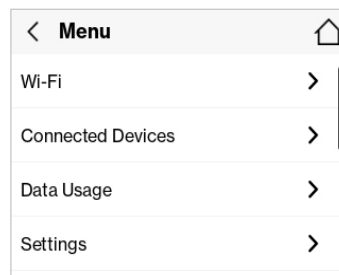The Home screen lets you see what your Jetpack is doing at a glance.

Jetpack Status

Data Usage

Wi-Fi On/Off

Menu

Wi-Fi Name /Password

Number of Wi-Fi devices connected to your Jetpack

.ıll 4G LTE ↓↑    100% 🔋

10 GB Plan    4.7 GB/10 GB used

20 days left in cycle (12/31/2018)

Wi-Fi - ON
Guest - ON

Primary - 2
Guest - 1

Wi-Fi Name/
Password

Menu    Help

Jetpack Home Screen

At the top of the screen, you'll see status indicators for network signal strength .ıll , data traffic activity ↓↑ , unread Verizon system messages ▬ , roaming ▲ , and battery 🔋.

The Data Usage section shows how much of your monthly data you've used and how much time is left until the next billing cycle.
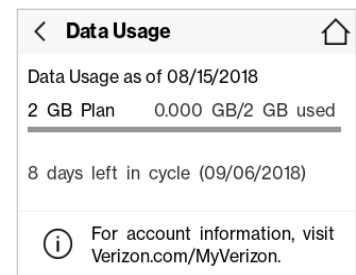
**NOTE** If SIM Lock is turned on, or if another device is connected to the Universal Charging port and being charged, the Data Usage meter won't be shown. Scroll and tap the Data Usage icon to view your current data usage details.

⟨ **Unlock SIM**    ⌂

You can create a PIN code to lock your Jetpack's SIM card. When the SIM is locked, your Jetpack won't have access to the internet. To unlock, tap the Unlock SIM option on the Home screen and enter the PIN.

Note: You'll only have a few chances to enter the correct PIN. After that, it will be PUK locked and you'll have to get a

Unlock SIM

⟨ **Menu**    ⌂

Wi-Fi    ⟩

Connected Devices    ⟩

Data Usage    ⟩

Settings    ⟩

Retrieve Data Usage

⟨ **Data Usage**    ⌂

Data Usage as of 08/15/2018

2 GB Plan    0.000 GB/2 GB used

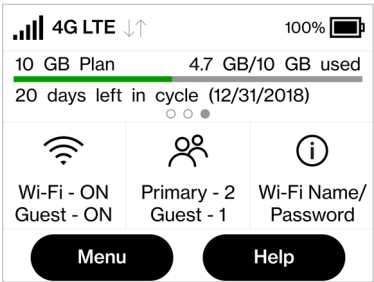8 days left in cycle (09/06/2018)

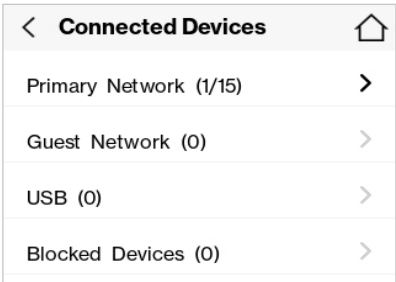ⓘ For account information, visit Verizon.com/MyVerizon.

Data Usage Display

The middle of the screen shows you if Wi-Fi is on or off, and how many devices are connected to your Jetpack's Wi-Fi network.
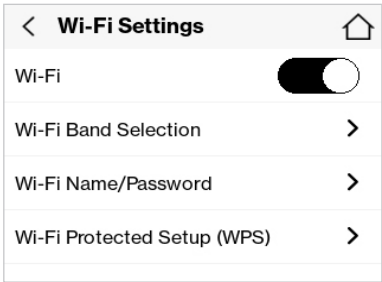
Your Wi-Fi Name and Password are next. For information on changing your Wi-Fi Name and Password, see (See [Managing Jetpack Settings.](#)).

| | | |
|---|---|---|
| **4G LTE** ⇅↑ 100% ▮▯ | **‹ Connected Devices** ⌂ | **‹ Wi-Fi Settings** ⌂ |
| 10 GB Plan    4.7 GB/10 GB used<br>20 days left in cycle (12/31/2018)<br>○ ○ ●<br>📶    👥    ⓘ<br>Wi-Fi - ON    Primary - 2    Wi-Fi Name/<br>Guest - ON    Guest - 1    Password<br>**Menu**    **Help** | Primary Network (1/15)    ›<br>Guest Network (0)    ›<br>USB (0)    ›<br>Blocked Devices (0)    › | Wi-Fi    ⬤<br>Wi-Fi Band Selection    ›<br>Wi-Fi Name/Password    ›<br>Wi-Fi Protected Setup (WPS)    › |
| Tap Menu to Open Menu Options | Swipe Up/Down to Desired Option | Tap to View Desired Option |