

App Request Process

If you have found an app you would like to be pushed out to your students, please follow the steps below.

1. Please investigate the app developer and privacy policy of the app. Many free apps collect user information or have in-app purchases that are required to get the full benefits of the app. Investigating and testing the app is very important.
2. Once the app has been vetted and you believe it is safe and effective to use with students, you can either fill out the app request form and email it to helpdesk@nwcs.k12.in.us or you can send an email to yourself from the app store and then forward that email onto helpdesk@nwcs.k12.in.us. When you send an email from the app store, it provides all of the information we need to select, purchase, and push that app. To send an email, follow these steps:
 1. Find the app in the App Store.
 2. Click on the box with the arrow up.
 3. Click on the email icon.
 4. Email the link to yourself.
 5. Forward the email to helpdesk@nwcs.k12.in.us.
 6. In the email, please tell the tech staff what grade level of students should receive the app.
 7. If you are an elementary teacher, please tell the tech staff what screen and or folder you'd like the app to be pushed into on student iPads.



App Request Form

1. Teacher Name: _____

2. School: _____

3. Grade: _____

4. Name of App: _____

5. Developer: _____

6. Screen on which it should appear: _____

7. Folder in which it should appear: _____