# IT and network checklist

For school technicians setting up OctoDecks.

**OctoDecks is a website.** There is nothing to install on teacher or student devices, and no server to run. Teachers present from a browser; students join from theirs at **octodecks.app** with a room code.

## 1. Allow these addresses

Everything uses HTTPS on port 443. Live lessons also need a secure WebSocket (wss) to the database address. If your filter inspects HTTPS, exclude the database address so the WebSocket isn't broken. The exact database address is octodecks-525d7-default-rtdb.europe-west1.firebasedatabase.app.

| Address | What it's for | Needed by |
|---|---|---|
| **octodecks.app** | The app, and where students join | Everyone |
| ***.europe-west1.firebasedatabase.app** | Live lessons (answers, slide changes). WebSocket. | Everyone |
| **identitytoolkit.googleapis.com**<br>**securetoken.googleapis.com** | Sign-in. Students get an anonymous sign-in automatically, with no account. | Everyone |
| **www.gstatic.com** | The libraries the app runs on | Everyone |
| **firebasestorage.googleapis.com** | Slide pictures during a live lesson | Everyone |
| **octodecks.com** | Guides and privacy notices | Teachers |
| **octodecks-525d7.firebaseapp.com**<br>**accounts.google.com, apis.google.com** | Signing in with Google, and the optional Google Drive backup | Teachers (optional) |
| **cdnjs.cloudflare.com**<br>**cdn.jsdelivr.net** | Exporting decks and lessons to PDF and PowerPoint | Teachers |
| **wsrv.nl** | Fetching web pictures when exporting | Teachers (optional) |
| **www.youtube-nocookie.com**<br>**player.vimeo.com** | Only if a deck has an embedded video | Everyone (optional) |

## 2. Devices and browsers

- Up-to-date Chrome, Edge, Safari or Firefox on Windows, Mac, Chromebooks, iPads, Android tablets and phones.
- Older devices and e-readers are sent to a simpler student page automatically.
- Students can use their own phones or school devices.
- Read aloud uses the device's own voices, so no audio is sent anywhere. Headphones help in a busy room.
- The camera is only used by the Visualiser slide, on the teacher's device, when the teacher allows it.

## 3. Accounts

- **Students:** no accounts, emails or names. Each student gets a number for the lesson.
- **Teachers:** sign in with an emailed sign-in link, with Google, or with a licence key and password. There's no single sign-on to set up and no connection to your MIS.

## 4. Where decks are stored

> **Teachers' decks are saved in the browser on their own device**, not on OctoDecks' servers. If a device clears browser data when the user logs out (shared machines, mandatory or roaming profiles, "clear on exit" policies), the teacher's decks are deleted with it.

- Exclude **octodecks.app** from any policy that clears site data, cookies or storage on exit.
- Ask teachers to set up a backup in OctoDecks: an **Auto Backup Folder** (Chrome or Edge, for example a network drive or a synced folder), **Google Drive**, or a manual **Download**.
- Teachers who move between computers can **Restore** from their Google Drive or backup file on the new one.

## 5. Data

- Live lesson data is held in the EU (Belgium, europe-west1).
- Answers are deleted when the teacher ends the lesson, and within 72 hours if a lesson is left open.
- Details for your data protection lead: **octodecks.com/privacy.html** and the Data Processing Agreement at **octodecks.com/dpa.html**.

## 6. Five-minute test before the first lesson

1. On a teacher laptop on the school network, sign in, open the *First Lesson in Five Minutes* template and press **Present**.
2. On a student device on the student network or Wi-Fi, go to **octodecks.app** and type the room code.
3. Check the student device shows the slide and its pictures, and that the board shows **1 joined**.
4. Move to the Word Cloud slide and send a word. It should appear on the board within a second or two.
5. Click **End Session**, then **End without saving**. The student device goes back to the join screen.

If the student page loads but never joins, or answers don't arrive, the WebSocket to the database address is usually being blocked.