

# Student Technology Use Guidelines

When I use a computer...

I will only use my own username and password. I will only access my own work and work that is being shared.

I will only send, create or display messages or pictures that do not offend others.

I will treat others as I would like to be treated. I will not harass, insult or attack them.

I will leave a computer the way I found it. I will not damage or deface the computer or alter the configuration. This means that I will not write on cases, remove any labels or tags, or put things where they do not belong. I will use peripherals (for example: keyboards, mice, headphones, microphones, etc.) appropriately. I will not download or install software without permission.

I will always cite the source when copying anything. This includes music, text and images.

I will use only the resources required for the assigned task. I realize that streaming audio (e.g. radio) and video (e.g. YouTube) cause drastic slowdown in the overall network.

I will use resources (including computers, network, internet access, printers, etc) for school purposes only. I will not use these resources to access personal accounts for entertainment, socializing or for personal profit.

I will take ownership and pride in my own work and personal behavior.

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I have read the guidelines above and understand that I will lose computer privileges if I violate any of them.

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Print Name

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Sign Name