



Student Computer Usage Contract

Please read and sign before using computers.

Computer use rules:

1. Do not change anything (settings, wallpaper, format, language etc.) without permission from staff.
2. Do not access hard drives for any reason. This includes saving documents to desktop. Students may only save documents to a flash drive. Without a flash drive, students may not save or access assignments.
3. Do not access any email accounts or any type of instant messenger service on school computers.
4. Do not visit questionable websites. Chat rooms are completely off-limits.
5. Do not use computers to play games or music. Computers are to be used only for educational purposes and class assignments.
6. Agree to follow teacher instructions regarding use of computer during class time.
7. Only use the computers when a teacher is present in the room.
8. Do not use the computer to promote the use of illegal substances or unethical practices.
9. Do not place any copyright material on the computer without the author's permission. Plagiarism is strictly forbidden. Users may download copyrighted material for their own educational related assignments only.
10. Do not vandalize the computer in any way including uploading, downloading, or creating computer viruses.
11. Do not place any food, drink or magnetic objects near the computer.
12. Do not use the teacher's computer without permission.
13. Users shall report any security problem or misuse of the network to the teacher or any member of administration. Users also have the responsibility to report any of the misuse mentioned above by other students.
14. Do not take computers outside of the building at any time, including lunch.
15. Once logged on, do not allow any other student to use your computer.
16. Do not share password or other important log-in information with another student.

I understand that I need to use the school's computers according to these rules stated above. If I do not comply, the result will be a visit to the school office, a demerit, and/or severe restrictions on computer usage including possibly no longer being able to use any computer in this school.

I have read the above policy regarding computer usage, and I agree to abide by it.

Student Signature

Date

Student Name

Date

Parent/Guardian Signature

Date