

# ACCEPTABLE USE POLICY FOR ALL COMPUTERS



Use computers for teacher – assigned work only

Use computer when a teacher is present

Use school - installed software only

**You may not install software from home or download and install software from the internet.**

Respect school property.

**Screen savers, desktops and wallpaper may not be altered.**

**Plugs and cables may not be disconnected or re-arranged.**

Protect your intellectual property.

**Log-in to the computer with your personal id and password.**

**Do not share your id and password with other students.**

**Log-out of the computer before you leave the classroom.**

Respect the intellectual property of others.

**Do not use someone else's ID and password to log-in to the computer.**

**Do not alter someone else's documents.**

**Always cite the source of any material(words, pictures and music) you use from the internet.**