COMPUTER USAGE GUIDELINES

The following behaviors are not permitted in CFISD. As a student in this class, I pledge that I will NOT:

1. **Change the computer hardware, software, setup, or network files <u>in any way</u> including the following:**
    a. **Screen saver - desktop - icons - menus - toolbars - mouse setup - keyboard - monitor - CPU - printers - audio - any other district equipment**

2. **Modify or delete files belong to other's on computer drives.**

3. **Use another student's log-in or files created by someone else.**
    a. **Cheating and plagiarizing of any kind will result in a Level 3 referral and loss of credit for the assignment.**

4. **Use unauthorized programs or non-instructional software unrelated to assignment.**

5. **Visit non-instructional or unauthorized Internet sites, including:**
    a. **Music - MP3's - Sounds, videos, streaming audio (Pandora)**
    b. **Games - YouTube, streaming video or audio**
    c. **Access personal information including, but not limited to: e-mail accounts, personal websites, Facebook, or other websites not approved by teacher.**

6. **Use VPN'S, portals, tunneling, proxy servers, or any other method that is used to intentionally bypass school district firewalls and/or security.**

7. **Load <u>any</u> programs/files/data without teacher permission, including:**
    a. **Document files**
    b. **Music – MP3's or other audio/video files**
    c. **Games, *.exe files**
    d. **Print or display offensive messages or pictures, including obscene language.**

8. **Have any electronic device out of backpack, pocket, or purse for the purpose of using the device in class. These devices include, but are not limited to:**
    a. **Personal or school-issued laptops or tablets**
    b. **Cell phones or other personal communication devices**

9. **Bring food or drink in the computer lab, with the exception of bottled water. Water bottles should be kept away from computers.**

10. **Print any documents at any time using classroom printers without teacher permission. Printing is limited to assignments related to this class only. Other printing should be done in the Library. Color printing is restricted and only approved by the instructor on a case-by-case basis.**

I will report any computer problems, damage, or inappropriate Internet sites to my teacher immediately. I understand that inappropriate use of the computer or Internet may result in permanent loss of my computer privileges, other disciplinary or legal action, and that I could be removed from my computer class. I UNDERSTAND THAT **DISCIPLINARY ACTION WILL RESULT** FROM FAILURE TO COMPLY WITH THE ABOVE RULES.

Student Name: _____   _____   **Period** _____
                                       Print Name   **Signature**

Guardian Signature _____   **Daytime Phone Number** _____