

St. Mark's Computer Contract

Student use of the computers and the internet at St. Mark's School is a privilege. The computers will be used only for educational purposes. By using the computers I agree to the following:

When I use any of the computers at St. Mark's, I will:

- take care of the computer hardware
- use it only for educational purposes
- work on what was assigned or on what I was asked to work on.
- log on to the computer network with **my** username and password and log off when I'm done.
- save only in my folder on the network.
- keep my password a secret and turn away when someone is typing a password
- print only what I need for my assignment.
- Ask for help when I have a question or a problem

When I use any of the computers at St. Mark's, I will not:

- have food or drink by any computer.
- use a computer that is already logged on.
- bring any software from home.
- check my personal e-mail.
- Change the desktop settings on any computer.

When I use the internet I will:

- use it only for educational purposes.
- only visit sites that I need for class assignments.
- tell my teacher about anything I come across that makes me feel uncomfortable.

When I use the internet I will not:

- give out personal information.
- download files without permission.
- check my personal e-mail.

When I bring a disk or travel drive to school I will:

- Bring it to my teacher for virus scanning before I use it.

If I do not follow any of the above I will lose computer privileges for the length of time decided on by my teacher and the computer administrator.