



## Lower School Technology User Agreement

I understand that the technology available at school is a valuable resource and that the use of technology is not a right but a privilege that I earn and keep by using it properly. I understand technology is a tool primarily used for the purpose of learning.

I agree to the following things:

- When given a username and password, I will keep it secret and only share it with my teachers and parents.
- I will not use someone else's username and password.
- I will not bring food or drink near the computers.
- I will make wise choices when printing. I will not print something before I have a teacher's permission so as to not waste paper or ink.
- I will not go on the Internet without a school-related purpose and without first asking a teacher. If I accidentally arrive at an Internet site that I know my parents or teachers would not want me to see, I will immediately leave it. When I am on the Internet, I will not give out personal information such as last names, addresses, or telephone numbers about myself or anyone else.
- If I have the opportunity to use email, I will never use it to write mean, untrue, or impolite messages. I understand that manners are as important in email as they are in real life.
- If I use information I have researched on the Internet in a report or project, I will give proper credit to the source just as I would if I quoted material from a book.
- I will be considerate of other computer users by keeping my computer quiet and my behavior calm.
- I will treat all equipment and supplies carefully and with respect. I will not change the desktop or icon settings on any of the tablets or desktops.
- I am responsible for properly storing and managing my own files.
- I will clean up my area before I leave a computer and return any supplies (headphones, copy stands, etc.) to their proper place.
- If I have the opportunity to use the Internet at home, whether it is a web site, an app or a game, the expectations of using technology at home are the same as if I was in school.

I realize that if I do not follow these rules, my ability to use the computers at school may be limited or taken away.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_