

Responsible Computer Use Agreement for Physics 1 and AP Physics 2

REQUIRED FOR ACCESS TO THE LAPTOP COMPUTERS IN THE PHYSICS CLASSROOMS

The computers available for student use in this class are very special. Their use is to be considered a privilege. I am asking to be given access to these computers. When I use the computers in this class, I will

1. handle the computers with utmost care. I will take them out of the storage cart and return them to the storage cart in accordance with the teacher's instructions. I will place and use the computer at my desk so that it is secure at all times. I will be mindful of the placement of all cables and connecting wires so that neither I nor my classmates are likely to trip over them. The computer will not be dropped or allowed to fall while it is in my care.

2. use the computers carefully. I understand that the computer is a sophisticated yet delicate tool. Its screen is to be viewed, not to be touched. Its keyboard is to be typed on gently. Care is also to be taken when clicking the trackpad (mouse) button. I will not touch the keyboard or trackpad with anything but the tips of my fingers. I will not allow the computer to be marked upon with any kind of writing, scratching, or cutting instrument. Nor will I expose the computer to magnets or magnetic fields. **I assume responsibility for the physical well-being of the computer while it is in my care.**

I will not

1. open or insert anything in the disk drive (CD-ROM, DVD, or any other drive) without the permission of the teacher. I will not insert anything in any other slot or opening on the computer.

2. connect anything to the computer (via its serial, parallel, USB, FireWire, Ethernet, modem, AV, RGB, or other ports) unless instructed to do so by the teacher.

3. use any software applications when not authorized to do so (for example, using Internet Explorer when instructed to use DataStudio or Excel).

4. use any software applications in a manner inconsistent with the stated goals of the activity.

5. save any files to the computer's hard drive or any other medium without the permission of the teacher.

6. print without the permission of the teacher.

7. navigate the Internet in a manner inconsistent with District Policy (see reverse).

8. make any modifications to the software on the computer. This includes—but is not limited to—moving files, deleting files, renaming files, and altering the settings of system software.

**SAN JUAN UNIFIED SCHOOL DISTRICT
USE OF DISTRICT COMPUTERS, COMPUTER NETWORKS, AND INTERNET SERVICES
(Abbreviated)**

The district provides computers and computer network and Internet services for the specific and limited purpose of achieving the district's goals and accomplishing its educational and organizational purposes. Other uses are prohibited, except as authorized herein. District computers, computer networks and Internet services are not provided as a public, student, or employee forum. San Juan computers, computer networks and Internet services remain at all times the property of the district.

No Expectation of Privacy

Use of district computers, computer networks, and Internet services does not create any expectation of privacy. Work produced by any employee on a district computer shall be the property of the district. The district reserves the right to search any information accessed, sent, received, or stored in any format by any district computer user. Users are advised that information and communication deleted by the user may be restored and retrieved from the computer by the district or a legal authority. Parents/guardians shall have the right to examine their child's computer files, including electronic communications, if the information is accessible by district staff.

User Responsibilities

District computers shall not be used to produce, distribute, access, use, or store information which:

- Is prohibited by law, district or school rules;
- Is obscene, pornographic, sexually explicit, or harmful as defined in subdivision (a) of Penal Code Section 313;
- Would subject the district or the individual to criminal, civil or administrative liability for its use, production, distribution, access or storage (e.g., is fraudulent, defamatory, racist, or denigrates persons based upon protected classifications, constitutes sexual harassment, etc.);

- Violates copyright laws;
- Is obtained by trespassing* in private or confidential files;
- Causes delay, disruption or harm to systems, programs, networks or equipment;
- Is otherwise prohibited in the workplace or on a school campus.

*Trespass is defined as the unauthorized access to confidential files or the unauthorized access, use, or distribution of, or allowing another person without valid authorization access to, confidential information contained in computer files. No user may alter work, except their own, without permission from the author. Users assume personal responsibility and liability, both civil and criminal, for unauthorized use of district computers and computer services.

Use of district computers, computer networks and Internet services is a privilege which may be restricted or revoked at any time.

District and school rules for behavior and communication shall apply to all use of district computers, computer networks, and Internet services. Anyone who uses a district computer or district access to computer networks or the Internet agrees to comply with district policies and regulations, school rules, and rules of any computer network accessed. Students using district computers and equipment are expected to follow the directions of teachers and school staff. Students who violate computer usage rules may lose their computer use privileges, and/or be subjected to discipline. If the computer usage is required in the student's course work, misuse may affect the student's academic grade, and/or if the misuse is sufficiently severe or persistent as determined by the teacher and the school administration, the misuse may affect the student's ability to complete the course.