

Acceptable Use Agreement for Computers and Other Technology

Computers and other technology are to be used in a responsible, efficient, ethical, and legal manner. Technology includes, but is not limited to, computers, disk drives, printers, scanners, networks, software, video and audio recorders, cameras, photocopiers, telephones, and other related electronic resources. Networks include, but are not limited to, all voice and data systems. Users include anyone who is accessing or using district technology.

District technology can be used to access the Internet, a global information and communication network that provides significant educational opportunities to our students. The Board has adopted policies for Student Network and Internet Acceptable Use and Safety, and Staff Network and Internet Acceptable Use and Safety.

By signing this form, I agree to the following terms for use of district technology, including the Internet:

1. I understand that the use of district technology is a privilege and not a right. My use of technology may be monitored by district staff, and is not to be considered confidential or private. Warren Woods reserves the right to access, review, or delete any information on the district network.
2. My use of district technology is for educational purposes only, as determined by the district's mission statement and curriculum.
3. I will not use the school district network for commercial use, for inappropriate or illegal purposes of any kind, nor for activities that could be dangerous to myself or to others. Warren Woods will not be held responsible if I participate in such activities.
4. I will not use the school district network to send or receive threatening, obscene, or harassing materials. Warren Woods will not be held responsible if I participate in such activities.
5. I will not interfere with, disrupt, or cause damage to district technology equipment, networks, and services.
6. I will respect copyright laws and fair use practices.
7. I will not use multi-user talk sites (chat rooms), games, or blogs, except those designated as permissible.
8. I am responsible for any misuse that results from sharing my password. Therefore, I will not share my password.
9. I will accept the responsibility of any student Internet access from my classroom/office.

I understand that if I do not follow the above guidelines, I may face disciplinary action, loss of technology privileges and network access, and/or legal action. Penalties will be determined by the School District.

Please read carefully and then **PRINT** your name on the line below:

I, _____, have read the guidelines stated above and agree to follow them.
(Please Print)

Please sign and date below:

STAFF SIGNATURE _____ **Date:** _____
(Please Sign) (Please date)