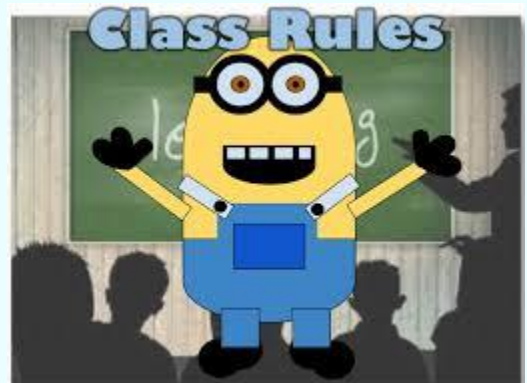# Acceptance Use Policy

## Classroom Rules:

1. Ask questions

2. Arrive to class on time

3. Be prepared for class

4. Respect and listen to all classmates

5. Respect and listen to the teacher

6. Use the technology correctly

7. Keep the classroom organized

8. Use positive language

9. Be kind to another

10. Be proud of all work done

## Classroom Rules For Technology:

These rules can be changed depending on the classwork that is assigned

1. Do not change the settings on the equipment unless told to do so.

2. Do not eat or drink near the devices being used.

3. Respect the equipment and use it wisely.

4. Be respectful when commenting on other students work.

5. Use kind words when critiquing others.

## What You Can and Cannot Do On The Internet:

1. You cannot use another student's information to login into the iPad's and computers.

    a. First offense: Phone call or email to parent

    b. Second offense: Office referral/Send to the principal's office

2. You cannot download anything to the iPads or computers without the teacher's permission.

    a. First offense: Minor office referral

    b. Second offense: Office referral/Send to the principal's office

3. You cannot interact with others on the internet that does not pertain to the class.

    a. First offense: Office referral/Send to the principal's office

4. You cannot cyberbully others. This includes using any negative or inappropriate language to another student.

    a. First offense: Office referral/Send to the principal's office and a zero will be given on the assignment

5. You can only visit the approved sites on the internet.

    a. First offense: Phone call or email to parent (This will depend on what site the student was on)

    b. First offense: Office referral (This will depend on what site the student was on)

    c. Second offense: Office referral (There will only be a second offense if there is a call home for the first offense)

6. You cannot plagiarize.

    a. First offense: Office referral and a zero will be given on the assignment

## Additional Information On Using The Internet:

When using the internet, we must always use citations if we are using another person's words or phrases in our own work. If you do not cite your references this is called plagiarism. Plagiarism is when you take someone's work or ideas and pass them off as your own. There are four types of plagiarism, but we will discuss those in the classroom. Also, we must think about copyright information. The best way to describe this is the legal owner gives a company or someone the legal right to copy for a limited amount of time. If you do not have this, then we cannot legally make copies of others work. Lastly, Fair Use is being able to legally use of images or work that are copyrighted for educational or personal purposes.

Teacher Signature: _____ Date:_____

Parent/Guardian Signature: _____ Date:_____

Student Signature: _____ Date:_____