

Computer Lab Rules

- No settings may be changed.? This includes, but is not limited to, environment, hardware, and software configurations.? Settings that need to be altered for particular software will be done by the instructor.
- No games or other outside programs.? The computers are for educational purposes only and for assignments given within the classroom.? This includes shareware and any software that can be run from CD.? No installation from CD or 3.5 floppies is allowed.
- No personal music CDs in the classroom, without teacher approval.
- No horseplay, no shoving, pushing, or other actions that might cause damage to the equipment.
- No food, drink, gum or candy in the classroom.? This includes advisory.
- No installing of any sound, video, or picture files onto the hard drive or 3.5 floppies without teacher approval.? It is your responsibility to obtain instructor's approval before scanning images and/or downloading images from the Internet.
- No Internet use without approval from the instructor.? Only approved sites for a particular assignment can be visited.
- No printing of documents for classes other than your lab class without teacher approval.

CONSEQUENCES

Major or repeated infractions may result in **permanent removal** from the class. For students to work in the computer lab, parents agree to be **financially responsible** for any damage that their son/daughter causes.