

COMPUTER RULES

No No's

- bringing magnets into the lab.
- loading documents without scanning
- loading programs from home.
- altering computer settings. (This includes changing the screensaver!)
- accessing folders of others on the network
- dragging anything to the trash without permission.
- bring food and drinks in the lab.
- copying the work of others.
- touching the SmartBoards
- talking while others are presenting/talking
- writing on or peeling the mouse pads

Yes Yes's

- Chairs must be pushed in when leaving the lab.
- Take all your papers and books with you.
- Return all borrowed items.
- Use enrichment sites from Student Center if time permits.
- Sign in when not in computer class.

Printing

- Do not touch any of the buttons on the printers.
- Ask before printing.
- Press print ONE TIME only.
- Copy info into Word from website before printing onto 1 page.

KEEP OUT

- of personal email accounts
- inappropriate sites
- game sites
- No bullying.