

APPENDIX B

Network Administration Policy for Students

Computers are used to support learning and to enhance instruction. Computer networks allow people to interact with many computers. The Internet allows people to interact with hundreds of thousands of networks. It is a general policy that all computers are to be used in a responsible, efficient, ethical and legal manner. Failure to adhere to the policy and the guidelines below will result in the revocation of the users access privilege by the network administrator.

Unacceptable uses of the computers include:

1. Violating the conditions of the Education Code regarding student rights to privacy.
2. Using profanity, obscenity, or other language, which may be offensive to another user.
3. Reposting (forwarding) personal communication without the author's prior consent.
4. Copying commercial software in violation of copyright law.
5. Using the network for financial gain, for commercial activity, or for any illegal activity.
6. Damaging any part of hardware or software of computer network system.

The person in whose name an account is issued is responsible at all times for its proper use.

Users must not give a password to another user. Users should change passwords frequently.

Because access to the Internet provides connections to other computer systems located all over the world, users (and parents of users, if the user is under 18 years old) must understand that **the school does not control the content of the information available on these other systems**. Some of the information available is controversial and, sometimes, offensive. The school does not condone the use of such materials and is not held responsible. **School employees, students and parents of students must be aware that access to the network (Local Area Network) and the Internet will be withdrawn from users who do not respect the rights of others or who do not follow the rules and regulations established by the school and the district.**