

I will be a responsible digital citizen when using the Internet.

- I will not view, send, or display offensive messages, videos, or pictures.
- I will not trespass into others' folders, work, or files.
- I will not use any form of electronic communication to bully, harass, or intimidate anyone.
- I will not share my password with another person. I understand that I am responsible for all activity under my password and that violation of this rule may result in the loss of network privileges.

I will not use the computer to copy someone's work deliberately and attempt to pass as my own.

- I will not violate copyright laws or plagiarize. I understand that it is plagiarism to use someone else's words, ideas, or information without crediting the source in my work.
- When using copyrighted material, I will obtain the permission of the author. Permission may be granted on the document or webpage.

I will take care of all equipment.

- I will not use a computer to harm other people or their work.
- I will not damage technology equipment or the network in any way including changing or attempting to change network settings, downloading, or attempting to install or download software.

I will use the computers for educational purposes only.

- I will not use the network for commercial or illegal purposes.
- I will notify an adult immediately if I encounter materials that violate the rules of appropriate use.
- I understand that no device, personal or otherwise, may be used to record, store, or transmit any type of image, sound, or video, except for approved projects with the express permission of Sanford School.
- I will not abuse the network resources for personal streaming of videos and music that do not have educational value.

