

CSF GAP Digital Acceptable Use Policy (AUP)

Student Use Responsibilities

1. I AM RESPONSIBLE FOR MY COMPUTER ACCOUNT AND EMAIL ACCOUNT.

I understand that passwords are private and that I should not share my password with anyone. Forgotten passwords can be obtained from the GetAhead Program school office. I understand that I am responsible for all activities done through my account. I will not allow others to use my account name and password, or try to use that of others. I understand that I will be in violation of the law if I attempt to electronically capture another person's password. I understand that it is important to log off the computer at the end of every session so another user cannot use my password.

2. I AM RESPONSIBLE FOR MY LANGUAGE.

I will use appropriate language in my email messages, online postings, and other digital communications with others. I will not use profanity, vulgarities, or any other inappropriate language as determined by school administrators.

3. I AM RESPONSIBLE FOR HOW I TREAT OTHER PEOPLE.

I will use email and other means of communications (e.g. blogs, wikis, chat, instant-messaging, discussion boards, etc.) responsibly. I will not send or post hateful or harassing mail, make discriminatory or derogatory remarks about others, or engage in bullying, harassment, or other antisocial behaviors while in school or out of school.

4. I AM RESPONSIBLE FOR MY USE OF THE COMPUTER NETWORK.

I will use the computer resources made available to me responsibly. I will not search, retrieve, save, circulate, or display hate-based, offensive, or sexually explicit material. I will not search, retrieve, save, or circulate images or information about weapons using any computer resources unless authorized by program administrator/teacher as part of a GAP assignment. I understand the use of the computer network for illegal or commercial activities is prohibited.

5. I AM RESPONSIBLE FOR MY CONDUCT ON ALL ONLINE SITES.

I understand that what I do on social networking websites should not negatively impact the school learning environment and/or my fellow students, teachers and administrators.

6. I AM RESPONSIBLE TO BE HONEST WHILE I AM ONLINE.

I understand that impersonating, spoofing, or pretending to be someone else is forbidden. This includes, but is not limited to, sending out email, creating accounts, or posting messages or other online content (e.g. text, images, audio, or video) in someone else's name. Also, I am responsible for academic honesty when

working on online assignments. This means I must observe clear standards for responsible behavior which includes not plagiarizing others' works, not cheating in any fashion - not collaborating when not permitted, and following the teacher's concise guidelines for the assignment(s).

7. I AM RESPONSIBLE FOR PROTECTING THE SECURITY OF THE COMPUTER NETWORK.

I will not attempt to bypass security settings or Internet filters, or interfere with the operation of the network by installing illegal software including file sharing, shareware, or freeware on school computers.

8. I AM RESPONSIBLE FOR PROTECTING SCHOOL PROPERTY.

I understand that vandalism is prohibited. This includes but is not limited to accessing, modifying, or destroying equipment, programs, files, or settings on any computer or technology resources. I understand that I need authorization from a school administrator/teacher to use personal electronic devices that I bring to school, including, but not limited to, memory storage devices (i.e.USB drives), laptops, tablets, and smart phones.

9. I AM RESPONSIBLE FOR RESPECTING OTHER PEOPLE 'S PROPERTY, INCLUDING ONLINE.

I will obey copyright laws. I will not plagiarize or use other's work without proper citation and permission. I will not illegally download materials protected by copyright including, but not limited to, music and movies. The CSF and/or the CVUSD are not responsible for the safety and protection of the students' personal property they bring from home, including for participation in classroom activities.

10. I AM RESPONSIBLE FOR FOLLOWING SCHOOL RULES WHENEVER I PUBLISH ANYTHING ONLINE.

I will follow all guidelines set forth by the CSF GetAhead Program and/or my teachers when publishing schoolwork online (e.g. to a website, blog, wiki, discussion board, podcasting or video server). I understand that it is both unsafe and not recommended to post any personal information about myself, including but not limited to: my name, address, phone number, or school. I will not post photos of students with their first and last names on any online site, including but not limited to: blogs, wikis, and discussions forums.

Student Signature: _____ DATE: _____

Parent Signature: _____