

# **Imlay City Schools: Technology Acceptable Use Agreement**

The purpose of the Imlay City Schools' Technology, Computer and Network Acceptable Use Agreement is to help learners use technology in school and at home to facilitate learning on a 24/7 basis. The Acceptable Use Agreement (AUA) provides guidelines for using computer hardware and software on individual computers/devices, on local area networks, wide area networks, wireless networks, the Internet and companion technological equipment (i.e. printers, servers, whiteboards, projectors, etc.). The guidelines establish rights and responsibilities for all users. All users of the network and technological devices are expected to follow the guidelines or risk loss of computer privileges.

*Your use of the District's Technology Resources is a privilege that may be revoked by the District at any time and for any reason.*

*The District reserves the right to monitor and inspect all use of its Technology Resources, including, without limitation, school issued email, computer files, databases, applications, web logs, or any other electronic transmissions accessed, distributed, or used through the Technology Resources. The District also reserves the right to remove any material from the Technology Resources that the District, at its sole discretion, chooses to, including, without limitation, any information that the District determines to be unlawful, obscene, pornographic, harassing, intimidating, disruptive, or that otherwise violates this Agreement.*

- I acknowledge that I am responsible for my actions on my device and for following the specific rules established for the use of the hardware, software, labs, and networks throughout the district.
- I understand that failure to do so could result in a loss of technological privileges.
- I will not share my password or account with anyone and will have full responsibility for the use of my account.
- I will not use another's account or represent myself as someone else. I will not engage in illegal activities on the network, computer and technological devices (i.e. plagiarism, bullying, harassment, tampering with hardware, software or documents; vandalism; unauthorized entry or destruction of files; or deliberate introduction of computer viruses).
- I will obey procedural safeguards to maintain the performance of the network, computer and technological devices.
- I will respect the rights of others, use appropriate language and avoid offensive or inflammatory material.
- I will bring incidents of offensive or inflammatory material directed to myself or others to the attention of a ICS staff member.
- I will not share, make, or post online personally identifying information about any members of the ICS community without permission (likenesses, addresses, phone numbers, email addresses, photos, videos, etc.).

- I will access only those resources that are appropriate for school and those District network resources for which I have specific authorization.
- I will obey copyright laws and license agreements. Text material, music, software, and other media are protected by law.
- I will not install software on the network, computer or technological devices without permission of the system administrators.
- I will not attempt to bypass the security features/filters that are in place for Internet usage, or district server/network usage.
- Students who are issued school owned devices are responsible for their care. Charges related to repair and replacement caused by abuse, misuse, intentional damage and/or destruction, negligence or loss as determined by school administration will be the responsibility of the staff member or student.
- I accept full responsibility for supervision when my child is using his/her school issued device at home or in other non-school settings. I understand that there may be fees or costs incurred which are not covered by the warranty due to abuse, negligence, loss or multiple incidences of misuse of the device by my child.
- I will not misuse my district created email account by sending mass or chain email messages, or any inappropriate language or content.

**Violation of this Acceptable Use Agreement may result in:**

- Loss of school provided technology and network privileges
- ICS sanctions as prescribed by the student handbook
- Monetary reimbursement to ICS or other appropriate sources
- Prosecution under applicable civil or criminal laws.
- Other as determined by the ICS administration.