



COMPUTER USER AGREEMENT

2020-2021

The DCHS computers are used by numerous people throughout the day and usually in a classroom setting. Therefore, it is necessary that they all be configured similarly to avoid interruptions in the classroom. Additionally, all users must be considerate of the others who also use the computers at DCHS. The hardware pertaining to the computers is expensive and fragile, and the computer software is complex and subject to corruption. For these reasons, certain policies must be followed by all users:

- **No food or drink (except water bottle with lid) is allowed in the computer lab.**
- I will not change the standard configuration of any computer nor will I try to “personalize” any computer or software application in any other way. This includes, but is not limited to, CHANGING THE BACKGROUND, changing the default font in an application, etc.
- I will NEVER open, move, or destroy files or folders that belong to another person.
- I will not use my phone for school work unless authorized by teacher.
- I understand that files will be cleaned out on a regular basis so I will not save documents to the hard drive.
- I will not import documents, download games or any software apps from outside DCHS computers without specific approval from an administrator.
- I will use the computer only for assignments directly related to classes in which I am enrolled at DCHS or have been approved by administration.
- I will not go to inappropriate web sites or any other sites not related to school.
- I will keep talking to a minimum and maintain a quiet workspace.
- I will only print documents that pertain to my DCHS classes. **Cost per page is .25cents**
- If the printer does not work the first time, I will NOT print multiple copies of my document. I will find an adult to try to resolve the problem.
- I understand that if I violate any of these rules, I may forfeit the right to use the computer lab and may be withdrawn from any classes which using the lab may require and also be issued a referral.
- ***When I leave the Computer Lab, I will push in my chair, sign out and take all of my belongings.***

In exchange for the privilege of using the Desert Christian High School Computer Lab, I

_____, agree to abide by the DCHS Computer User Agreement.
Printed Name

Signature

Date