

# Rice Student Technology Contract 2023-2024

*This contract must be signed by the student and will be kept on file for the duration of the school year.*

Technology (computers, laptops, Internet access, etc.) is a privilege provided by Poudre School District for students here at Rice. If you choose to ignore the district and school guidelines for technology use, you could lose these privileges for a day, a week, or longer. If you deliberately damage or misuse your device, your parents may be asked to pay for repairs, or you could be responsible for providing community service at our school in repayment.

## **By reading and signing this contract, I agree to:**

### **Think Win-Win: Treat all devices with respect.**

Be responsible for and take care of my assigned device by:

- Reporting any type of damage immediately, and possibly pay for repairs, or provide community service
- Always carrying the devices with two hands, and never carry by the screen
- Keeping food and beverages away from devices
- Placing my laptop carefully on my desk or table so it can't be knocked off or stepped on
- Appropriately shutting down and restarting commands with the power symbol or Ctrl+Alt+Delete
- Always storing and recharging laptop in the computer cart in the classroom

### **Begin with the End in Mind: Use my laptop responsibly to aid my learning.**

- Use for academic purposes ONLY (no Minecraft, YouTube, or other applications) unless given permission by a staff member at Rice
- Do not personalize or change the background on my laptop OR my PSD Google account
- Save my work to my account in Google Drive or my One Drive
- Follow my teachers' instructions exactly
- Access only District approved applications, files, e-mail accounts, files, and Internet sites
- Download, store, transfer or execute only District approved software, files or data (no "surfing" the web) after permission has been given by a staff member at Rice

### **Put First Things First: Respect everyone's privacy and work.**

- Keep my passwords private and safe
- Only use my own account for any work I do
- Use only my own words and ideas when working on papers or projects, or appropriately cite my sources
- Do not delete other people's work
- Respect others' opinions and ideas when posting or responding online

### **Be Proactive: Follow school rules online as well as in person.**

- Use the internet appropriately and only access sites that are approved by my teachers • Do not engage in cyberbullying, harassment, or spamming- and report it right away if you know of it
- Only use language online that would be appropriate at school
- Keep my private information safe (address, phone, etc)

Student Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_ Grade= \_\_\_\_\_