COMPUTER LAB AND TECHNOLOGY
SAFETY QUIZ STUDY GUIDE

1. It is not OK to bring a snack or drink into the Computer Lab.

2. No one should ever tamper with the network or alter/erase any file that does not belong to you.

3. Any computer or equipment malfunctions, glitches, or damage should be reported to the teacher immediately.

4. Students are not allowed to surf the Internet, play games, chat with another student, or do any other activity while you're supposed to be listening to the teacher or working on an assignment for this class. All computer use must have an educational basis.

5. Students should not give anyone else their username or password.

6. Always read the instructions on the computer screen, on the board, or on the handout before asking for help.

7. It is not OK to install or download programs as long as you think they will not harm the computer and are school appropriate.

8. Students should not touch or handle computer cables or power cords on or around the computers.

9. You should exit all applications, log off the system, return all handouts to the designated area, clean up any trash around your desk, and push your chair in before leaving the classroom.

10. Any student caught cheating on an assignment, project, or test will receive a zero on that particular assignment and may be given additional work as a consequence.

11. Students should never alter or modify anything on the desktop or hard drive.

12. Copyright law prohibits students from copying on-line information and turning it in as their own work.

13. Students must not use a "back door" proxy or server to access Web sites that are blocked.

14. Students should place all textbooks, binders, and other personal belongings on the floor under their desk.

15. Students are not allowed to touch another person's computer without permission from the teacher.