

North Lakes Academy

255B NW 7th Avenue * Forest Lake, MN 55025



STUDENT TECHNOLOGY USE AGREEMENT

As a North Lakes Academy Student I agree to use all technology in a responsible and respectful way according to the Student and Employee Technology Policy (#501).

I understand that NLA computers can be used for the following:

- School projects, papers, and research
- School- sanctioned extra-curricular activities
- Internet research relating to school projects and use of PowerSchool

Initials _____

I understand that it is my responsibility to:

- Carry a flash drive (memory device) to keep track of all of my assignments
- Follow all copyright and license laws
- Choose key search words carefully when searching the Internet
- Never give out my personal information over the Internet
- Only print items that require a hardcopy
- Recycle ALL printed material that I do not need
- Report concerns to the Technology Coordinator or administrator

Initials _____

I understand that the following are **unacceptable uses** of NLA computers and computer labs:

- Attempting to bypass or alter computer security
- Attempting, assisting, or gaining unauthorized access to computers (intentional or unintentional)
- Modifying the wallpaper or computer background
- Downloading software onto the NLA computer
- Vandalizing school machines including removing mice, drawing on keyboards, keyboard trays, computers etc.
- Accessing inappropriate websites
- Accessing another student's files without permission from the Technology Coordinator or another staff member.
- Inappropriate use of any email program including Yahoo, Hotmail, Gmail etc.
- Eating or drinking in either computer lab.

Initials _____

If I bring my own laptop to NLA, I understand that:

- NLA is not responsible for loss, theft or damage incurred at school
- I may not access the Internet
- Use of this laptop during class is at the discretion of the classroom teacher

Initials _____

If I bring my cell phone to NLA, I understand that:

- NLA is not responsible for loss, theft or damage incurred at school
- It must be turned off and sitting on my desk/table during class time
- Use of this cell phone during class is at the discretion of the classroom teacher

Initials _____

I understand that if I choose to not follow the NLA technology use guidelines that I will have my computer, or other technology devices, privileges taken away for a minimum of 2 weeks and I will be required to do all technology based work by hand or at home. In addition, I understand that if I choose to not follow the guidelines more than once I will be referred to the Administration for further consequences.

Initials _____

I have read the above technology agreement and agree to follow it while I am a student at NLA.

Student Signature

Date