

## Technology Acceptable Use Policy (AUP) for Middle School Students

1. I will model the FDR Mission Statement and the Learner Profile while using technology.
2. I will use respectful behavior when using technology at school.
3. I will be respectful and mindful of others' privacy when using technology to communicate with and about members of the Roosevelt community, whether in or outside of school.
4. I will treat all technology equipment with care and be responsible while using it.
5. I understand that educational use of technology equipment has priority over personal use. I will not use technology equipment for personal use during class time. I will log off the computer when others are waiting to use the equipment for educational use.
6. I will only use YouTube or other streaming applications (music, video chat, downloads) with teacher permission for educational activities. I understand that this is to ensure adequate Internet bandwidth is available for academic use.
7. When using school technology, I will:
  - keep my passwords private
  - respect other people's passwords
  - not look at or use anyone else's work without permission
  - not access anyone else's accounts.
  - not open, delete, move, copy, or modify other people's files
8. I will not install any software, download any games, or knowingly use storage devices with viruses on any equipment.
9. I will check my school e-mail regularly.
10. I will not use personal, hand-held technology during the school day. When I do use it, I will use it with respect. I will not talk on my cell phone in the media center at any time.
11. I understand that school personnel have access to my work stored on the server, my email messages, and everything I do while using school technology.
12. I will respect the individual 200 MB file storage limit. I will not store any inappropriate material on the school server.
13. I understand that I am not allowed to search for inappropriate content or use inappropriate sites on the Internet.
14. I will use information ethically. I will not plagiarize, and I will cite my sources.
15. I understand that Colegio F.D. Roosevelt is not responsible for any loss of information or loss or damage to personal property.
16. I understand that I may not connect a laptop or any Internet device (*e.g. iPhone, iTouch or similar multimedia device*) to the school network.
17. I will consider the environment when I use technology. I will print the fewest pages possible, and only when necessary.
18. I understand that the use of school technology is a privilege, not a right, and inappropriate use could result in the suspension or cancellation of those rights and other disciplinary measures as decided by the school administration.