

Rules for the ICT Classroom

Always follow the teacher's instructions

Never let anyone else know your password – you may lose your ability to use the network if you do. If you think someone else knows your password, come to the ICT office and ask to change it as soon as possible

Do not do any of the following:

- Use a chat room
- Browse the internet when you have not been allowed
- Play games
- Look at obscene or offensive material
- Check e-mail without permission
- Produce offensive material
- Download or stream video or music files without permission

When printing, make sure that you have checked for mistakes carefully on the screen first

Avoid sending too much information to the printer – print what you really need

Stay in your seat unless you have been told otherwise

Work quietly and avoid distracting other people unfairly

Food and drink, including chewing gum, are not allowed in the ICT classrooms

Save your work often (perhaps after every couple of minutes)

These rules
are very
important

