

## Acceptable Use Policy – Computers

This is the Acceptable Use Policy (AUP) agreed upon when logging onto the network. The network is primarily for academic purposes. By using Darrow's network (DarrowNet), students agree to abide by all applicable Federal, State, and Local Laws – including copyright laws, antihacking laws, privacy and security laws - as well as all of Darrow's rules, including those having to do with respect, people, the community, and community resources. Students use DarrowNet whenever Darrow's e-mail platform and bandwidth are accessed, regardless of the hardware used.

It is illegal to access, modify, or delete documents or folders that are not one's own unless permission has been given to do so.

**Students may not use another student's account ever – even if that student has given permission. Students may not share their account with anyone.**

DarrowNet is to be used for learning. Students may only download information that pertains to academic work. Non-academic music and video files are **not** allowed on the network. CDs on the desktop machine, listened to through headphones, are allowed. Continuous high bandwidth uses of the network are prohibited. Streaming media is allowed for academic purposes only.

Other people's property must be respected. Changing the configuration of, defacing, moving or removing any aspect of the physical network – computers, monitors, printers, cables, etc. – or otherwise user accounts, permissions, public director structure, etc. are expressly prohibited without consent of the Director or Technology.

Personal property must be protected. Use alphanumeric passwords (letters and numbers) with at least 8 characters. Do not share the password with anyone. Log off when work is finished.

In general, a good rule of thumb would be not to post anything in a public place online that could not be announced or shown at Morning Meeting. ]

Always maintain appropriate classroom behavior in the computer labs. Computer labs will be open during the academic day; at other times, a student leader must be present. Students may use classroom computers during the academic day only with the consent of a faculty member, and only outside the academic day with faculty supervision.

Any violations of this policy will be handled by the Director of Technology in the case of minor infractions or by the Dean of Students and/or the Head of School in the case of major infractions.

If you have questions about access or availability, please see the Director of Technology or a Computer Prefect.

If you have questions about the acceptable Use Policy, please see the Dean of Students.

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I have read the Darrow Acceptable Use Policy regarding Computers and agree to abide by all the rules listed therein.

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_