

STUDENT NAME: \_\_\_\_\_

LAPTOP #: \_\_\_\_\_



## FLHS SCIENCE DEPARTMENT *WIRELESS LAB* GUIDELINES FOR SWL USE

➤ All SWL student users are expected to read the following guidelines and sign at the bottom acknowledging you have read and understood the usage expectations.

### Guidelines for students...

- 1) Laptop users are expected to take good care of the laptop at all times.
- 2) Students **MUST** log in to the network using their own username and password. Any files that need to be saved must be saved to the students' network drive.
- 3) Transport the laptop with great care, especially during removal from and replacement in the cart.
- 4) If there is a problem with the laptop, you must report the problem immediately to the teacher. **DO NOT** try to solve the problem by yourself, even if you *think* know what you are doing!
- 5) Do not remove the battery from the laptop under any circumstances.
- 6) Do not touch or press the screen of the laptop.
- 7) You may not play music or video games at any time, unless given explicit permission.
- 8) Please keep the volume of the laptop to a minimum unless instructed by the teacher.
- 9) Follow all instructions given by the teacher regarding using the laptops at all times without exception.
- 10) Students found misusing the laptop or damaging the laptop in any way will be held financially responsible for the same and will also lose their privilege to use the laptop in future. This includes marking or defacing the laptop in any way.
- 11) ABSOLUTELY do not insert any foreign objects into the slots or drives of the laptop.
- 12) Students must follow proper start up and shut down procedures for the laptops. If you are not familiar with these procedures, ask the teacher for help.
- 13) Students must only use the laptop for the purpose of the class (i.e. for educational use).
- 14) All BCSD **Acceptable Use Policy** guidelines and rules apply when students are using the laptops. This especially includes **NO FOOD OR DRINK** near the machines!

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_