

### Fourth Grade Computer Usage Contract

I \_\_\_\_\_ understand that I will be using the computer and have access to the internet on daily lessons and projects.

#### Computer Basics

- I agree to follow directions given by my teacher, both orally and written.
- I agree to use the computer only when instructed to do so by my teacher.
- I agree to use the computer as a tool for learning, not as a play station.
- I agree never to download without the teacher's permission.
- I agree that if a pop-up box appears, I'll raise my hand and wait for a teacher's assistance.
- I agree to use only my first name when communicating on the internet.
- I agree that I will not access the Control Panel or Properties program for any reason.
- I agree that I will not change any settings on the computer.

#### Internet Searches

- I agree to work from websites given to me by my teacher.
- I understand that it is my responsibility to turn off the monitor should something inappropriate appear on my screen and report it to the teacher immediately.

#### Share workspace

- I agree to cooperate with other students when completing a project or an assignment and to respect classmates' feelings and opinions.
- I agree to only open my own files, or those files my teacher instructs me to open.
- I agree that when I help another student, I agree to use only my voice and allow him/her to use the keyboard.

#### Computer Respect

- I agree to use the computer appropriately, so as not to damage any computer.
- I understand that it is my responsibility to report any damage to the computer immediately.
- I understand that I am not to bring equipment from home and attach to the classroom computer.

If at any time I choose not to follow these guidelines, I fully understand that I will not be allowed to use the computer for a period of time as follows:

- 1<sup>st</sup> offense: 1 day off the computer
- Subsequent offenses: 1 week off the computer and a responsibility plan.
- I understand that multiple offenses can result in longer times off computer, or additional consequences, such as a Student-Parent-Teacher Conference.

I am also aware that I will be responsible for completing any work with paper/pencil, library books, and other resources as appropriate. I have read and reviewed the above contract and agree to its terms, limitations, and consequences.

\_\_\_\_\_ Student Signature

\_\_\_\_\_ Parent Signature

\_\_\_\_\_ Date