



TUAKAU COLLEGE

STUDENT COMPUTER USER AGREEMENT

STUDENT NAME: _____

ID #: _____
Office use only

As a student at Tuakau College you may have access to the school's computers only if you comply with the following conditions. Please put a ✓ in the box when you have read, understood and agreed with each condition.

1. **ACCESS**

Use computers that are designated for student use. Use them for your educational benefit.

2. **SET UP**

Do not change the way the computers have been set up.
(e.g. desktop, monitor, screen saver, software, network settings.)

3. **CARE & RESPECT**

Treat all equipment with care. Respect the school's user requirements.

4. **FILES**

Access only your own files. Save them with appropriate names and in your own folders.
Ensure your network password is kept to yourself.

5. **PRINTING**

Print with permission to the printer set up for your room. Print once only. Report difficulties to staff.

6. **INTERNET**

Internet access is for school-based research on approved sites. Messaging, personal emails, downloading files, online games, are not included.

7. **SOUNDS**

Multi media sounds will be necessary in some classes. Use headphones and speakers with teacher's permission only.

8. **LOG OFF**

At the end of a session, always ensure you follow correct log off procedures.

9. **ASK FOR HELP**

If there is anything you are uncertain about, ask for help.

10. **SUMMARY**

Only students who respect the school's requirements will have continued access to the computer network.

I have read, understood and accept the above conditions.

Student signature: _____

Date ____/____/____

Parent/Caregiver signature: _____

Date ____/____/____

Parent/Caregiver name (please print) _____

Office Use:

Enrol: LH → CR → LH → File