

**White Pine Academy**  
**Ethical Use of Computer Technology**  
**User Responsibilities**

**Privacy**

User shall not intentionally seek information on or obtain copies of data or files belonging to another person unless authorized by that person.

**Passwords**

- a) Users shall not seek passwords or use passwords belonging to another person.
- b) Users shall take precautions to secure access of their personal password from others.

**Security**

- a) Users shall not attempt to infiltrate or knowingly infiltrate computing system or network or alter the software components of a computing system or network or import files which will jeopardize the security of the computing systems or the network.
- b) Users shall not load software on computers without the permission of instructor or computer coordinator.

**Integrity**

- a) Users shall not use a computing system or network to harass others or develop software programs that harass others.
- b) Users shall not use a computing system or network to gain access to pornography, obscenity or otherwise inappropriate text files, or communicate pornography, obscenity or otherwise inappropriate text files.
- c) Users shall have all disks scanned for viruses by authorized district personnel before they are used in district systems.
- d) Users shall not use a computing system or network in a destructive or malicious manner.

**Non-instructional Use**

Users shall not use a computing system or network for commercial or for-profit purposes, personal or private business or political activity.

**Recreational Games**

Users shall not use a computing system or network for recreational games unless expressly approved.

**Copyright**

- a) Users shall not copy software without written permission of publisher.
- b) Users shall not copy documents or files without permission of author.
- c) Users shall cite references for all data accessed via computing system or networks.
- d) Users shall not install copyrighted software on district computers.
- e) Users shall adhere to all copyright regulations of the White Pine Academy and Merit Network.

**Accountability**

Users have the responsibility to monitor all materials received via technology systems to assure that they comply with responsible usage.

\*Be advised that some Internet sites contain defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal materials. White Pine Academy does not condone the use of such materials and does not permit the use of such materials in the school's environment.