

John Tonkin College

Be a wise computer user – Know your responsibilities!



**You have signed the Acceptable Use Policy
as part of enrolling at the college**

- * **Get computer and Internet access.**
- * **Know your rights and responsibilities**



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Acceptable Computer Use Agreement

1. I shall only use my account for the purpose of my education as directed by the teacher.
2. I understand that I am responsible for all activity on my account thus I will not give anyone my password, let others use my account, or access other people's accounts.
3. I will not reveal personal information, including names, addresses, photographs, credit card details and telephone numbers of myself or others via computers on the campus network.
4. I shall not use the Internet to access unacceptable and inappropriate material or try to access sites that have been blocked by the school or the Department of Education and Training. Examples of inappropriate content include violent, racist, sexist or pornographic materials, or content that is offensive, disturbing or intimidating or that encourages dangerous or illegal activity.
5. I will make sure that any email or work that I wish to have published is respectful, accurate, carefully written and well presented.
6. I shall not break copyright law by copying and/or redistributing another's work without their permission and I shall not use another person's work without acknowledging them.
7. I will not bring to school or run software that is designed to bypass Campus or Department of Education and Training monitoring, restrictions or security systems eg. Games on USB drives.
8. I will not download software programs or large files unless I have asked and received permission to do so. This includes accessing such material as music / mp3 files, videos and games whether or not they contravene copyright laws.
9. I will not use the Campus computers for personal gain or illegal activity, to bully, offend or intimidate others or send inappropriate materials including software that may damage computers, data or networks.
10. I will not damage or disable the computers, computer systems or computer networks at the Campus, the Department of Education and Training or any other organisation.

I understand that

The Campus and the Department of Education and Training may monitor any information sent or received and can trace activity to the online services accounts of specific users.

I will be held responsible for my actions while using online services and for any breaches caused by allowing any other person to use my online services account;

The misuse of online services may result in the withdrawal of access to services and other consequences dictated in Campus policy;

I may be held legally liable for offences committed using online services; and

The Campus is obliged under state and federal law to pass on any information that may be required as evidence of a breach in state or federal law.