



Northbrook Junior High School

Responsible Use

Expectations for Technology

BE SAFE

- ❖ I will protect myself by not engaging in risky behavior online.
- ❖ I will report anything I see online that makes me uncomfortable.
- ❖ I will think about the information I share online before I post it and consider the impact it may have on others and my digital footprint.
- ❖ I will report any technology security problem to an adult and use all devices in legal and ethical ways.

BE RESPECTFUL

- ❖ I will respect and properly care for all technology devices during use and when being carried.
- ❖ I will respect others by not making inappropriate and disrespectful comments nor accessing their personal accounts.
- ❖ I will use good judgement when using the camera and microphone and obtain permission before recording or taking photos of others.
- ❖ I will respect technology devices by using and carrying them with care.
- ❖ I will keep all identifying stickers on the devices and ensure they are clean, easily readable, and have not been defaced.
- ❖ I will keep devices in the district-provided case.
- ❖ I will make sure I have permission and give proper credit when I use someone else's work or ideas.

BE A LEARNER

- ❖ I will remember all technology is owned by the school and is to be used for learning.
- ❖ I will come to school each day with my device fully charged and bring it to my classes.
- ❖ I will only access educationally appropriate websites or applications.
- ❖ I will bring a device to the technology help desk as soon as possible when it is damaged or not working.
- ❖ I will print documents only when needed and request assistance if documents do not print as expected.
- ❖ I will keep a healthy balance between online and offline activities.

Failure to follow these expectations may result in loss of access to devices, loss of account privileges, or other consequences as stated in the Code of Conduct.

Completion of all classwork remains the responsibility of the student.