Code of Conduct.
Information Technology, Internet and Computer Network Users.

I will always:

1. Use all Learning Technology equipment and the network responsibly and respectfully.
2. Use information sourced from the Internet with responsibility.
3. Correctly reference all forms of data accessed and used.
4. Respect the work of others and report any infractions that I detect.
5. Keep my printing to a minimum and print only what is necessary for school.
6. Keep my password safe and log off correctly.
7. Respect the security settings on computers and of the Internet provider.
8. Bring my device to school fully charged ready for work.

I will not:

1. Access, upload, download, transmit, display, or distribute obscene, profane, lewd, vulgar, rude, inflammatory, threatening or disrespectful data at any time on any computer or digital device while in the school.
2. Download or store digital information that is not directly related to my schoolwork, on the college server or on any device belonging to the college.
3. Change settings, load programs, damage computers, computer systems, or the network, nor spread computer viruses
4. Post mine or other's personal information on the Internet.
5. Access any social media site at school using any computer or digital device.
6. Violate copyrights or plagiarise other's work.
7. Access another person's folders, work, or files or Interfere with a computer being used by another person.
8. I will not allow others to use my own device when I bring it to school.

This Code of Conduct must be completed and signed to use the Internet and computer network at Cohuna Secondary College. Breaking any of the terms of agreement listed above will result in immediate disqualification from Internet and network access at school.

If participating in the BYOD program then the registration form must be completed and returned.

Disclaimer: School is not responsible for any loss of data due to faulty connections or equipment failure. It is the responsibility of a student to ensure all work is saved in more than one location.

- All students have a school email account.
- Your username and password for logging onto the email facility is the same as for opening the Internet.
- Your email address is: *your student code* @cohuna-sc.vic.edu.au.
- To open your school email you will need to open the following site
  http://webmail.cohuna-sc.vic.edu.au/

My Signature. …………………………………………………   Date: ….. / …. / 2023

Parent/Guardian …………………………………………   Date: ….. / …. / 2023