

Laptop Computer Policy

You are part of a select group of individuals who are changing the face of education. This classroom will operate under the concept of creating a **Professional Learning Environment** where you are a producer of information, a participant in your learning, and a collaborator with your peers. If you are not prepared to meet these expectations/commitments each day, not only are you letting yourself down but your peers as well.

Laptop care:

- Remember you are responsible for the laptop computer you have been assigned. With this in mind use only the computer that you have been assigned.
- No food, water, or other drinks in the classroom.
- Laptop computers are to stay on the desk/table.
- Keep backpacks away from the computers per the teacher's instructions.
- A LCD (laptop screen) is a delicate piece of equipment. Only open and close the screen when instructed to do so and please refrain from touching it.
- If any computer is non-functional or has objectionable material downloaded onto it, notify your teacher immediately.
- Do not deface the computer's case (eg: scratching anything into the plastic, place stickers on the case, attempt to remove the keys, etc.).

Academic Responsibility:

- Keep on the task assigned.
- Only access school appropriate material.
- No downloading to the computer without first talking to the teacher.
- If discussion is occurring in the classroom please discontinue use of the laptop (typing, scrolling, etc.) until the end of the discussion.

Class Procedures:

- **Beginning of instructional time:**
 - Only obtain your laptop computer after your backpack has been placed in the appropriate place in the classroom.
 - Make sure that you are picking up your assigned laptop only.
 - Check the case/screen of the laptop for any vandalism.
 - Only start the computer when instructed to do so. You need to be aware that the battery life on these computers is finite. We need to make sure that we are using the computers to their fullest potential.
- **End of instructional time:**
 - Shut down the computer completely.
 - Return only your computer to the cart.
 - Allow enough time to return the computer to the cart.

"This is NOT education as usual."