

CSIU Electronic Device Guidelines and User Agreement

Purpose of the Device

The electronic device loaned to you from the Central Susquehanna Intermediate Unit must be used only in support of educational activities and must at all times be consistent with the objectives of your educational program of study. Participants are expected to comply with CSIU policies and guidelines as well as the law.

Participants are required to use appropriate online behavior. Participants should not have an expectation of privacy in anything they create, store, send, receive, or display on their device, including their personal files.

The CSIU reserves the right to record, check, receive, monitor, track, log access and otherwise inspect any CSIU devices used by participants. The CSIU also reserves the right to restrict access to any Internet sites or functions it may deem inappropriate, and has technology protection measures to block and/or filter such activities.

Participants/parents/guardians are responsible for ensuring the device is protected from theft or loss, storing the computer in a cool dry place, using password controlled screen savers, ensuring password reminders are not visible or accessible to non-authorized visitors, monitors and hard drives are turned off when not in use, and reporting theft of data or equipment immediately to a CSIU staff member.

Prohibited Actions

Participants are prohibited from using the device for any illegal activity, personal profit, gambling, transmission or solicitation of offensive materials, sending spam, spyware, viruses, and other code that will interfere or disrupt network accounts, destroying, modifying or abusing hardware/software in any way.

The following actions are prohibited by an individual while utilizing CSIU-owned devices:

1. Transmission of any material in violation of any local, state, or U.S. federal regulation or law. This includes, but is not limited to laws governing copyrighted material, threatening or obscene material, national security, or material protected by trade secret.
2. Intentionally accessing a site which contains threatening or obscene information, or information otherwise inappropriate to the educational setting.
3. Transmission of any information designed to deliberately misrepresent an individual, group, organization, agency, or the CSIU in general.
4. Personal commercial activities, including activities for profit, for product advertisement, or political lobbying.
5. Using CSIU internet access resources to violate the rights and privacy of others.
6. Giving out personal information, including telephone numbers and addresses of another person.

Internet Etiquette

Users are expected to abide by the generally accepted rules of Internet etiquette. These include but are not limited to:

1. Be polite, do not get abusive in your messages to others.
2. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language. “Flaming” is prohibited.
3. Do not reveal your personal address, phone number, login or password or that of fellow classmates.

Damage to the Equipment

If damage to the equipment is determined to be the result of negligent, deliberate, willful, intentional, or reckless action, the participants/parents/guardians may be responsible for damages, replacement of equipment and payment for damages. If the user is found to be negligent for the theft, loss or damage of the device, the user/parents/guardians will be responsible for paying a \$100 fee to the CSIU to pay for a portion of the replacement cost.

In no event will the CSIU be liable to any participant/parent/guardian or any other user or nonuser for any damages, whether direct, indirect, special or consequential, arising out of the use of the CSIU equipment directly or indirectly, to any failure or delay of the CSIU in providing access to such systems, and for any participant/parent/guardian’s unauthorized financial obligations, charge, or fees resulting from access to the CSIU.

The participant/parent/guardian is responsible for returning the device to the CSIU at the end of the school year or at program completion. If the computer is not returned within ten (10) days, the participant/parent/guardian will be considered negligent and will be held responsible for the replacement costs of the computer.

Telecommunications Acceptable Use Guidelines Acknowledgment/Consent Form

I have received, read, and understand the CSIU Electronic Device Guidelines for Participants. My child and I agree to abide by the Guidelines and understand that if my child or I violate the Guidelines, I am subject to the Intermediate Unit’s discipline and could be subject to losing the use of the computer without any advance notice, as well as applicable local, state or federal laws.

Printed Name of Student

Printed Name of Parent/Guardian

Signature of Parent/Guardian

Signature of Program Coordinator

Date