



## INTERNET ACCEPTABLE USE AGREEMENT

Colusa County Adult Education offers an internet network, accessible by students, teachers, and staff. Internet users will sign an "Internet Acceptable Use Agreement" prior to being given access to the internet on our site. Students under age 18 must have written parental permission before being given access.

### Internet Access:

The system will be provided to students to assist them in supervised classroom and career development activities, and for high quality self-discovery activities.

- I. ACCEPTABLE USE – All existing laws (federal and state) and CCOE regulations and policies apply, including not only those laws and regulations that are specific to computers and networks, but also those that may apply generally to personal conduct. Colusa County Adult Education Internet Access, will be used in a responsible, efficient, ethical, and legal and must be in support of the educational objectives. Transmission of any material in violation of any federal or state regulation is prohibited.

Unacceptable uses include, but are not limited to the following:

- A. Violating Copyright Laws
  - B. Forwarding personal communications without the author's prior consent
  - C. Using threatening or obscene material
  - D. Distributing material protected by trade secret
  - E. Utilizing Internet for commercial purposes
  - F. Providing political or campaign information
- II. NETIQUETTE RULES — Users must abide by network etiquette rules. These rules include, but are not limited to the following:
    - A. Be Polite; Rudeness is never acceptable
    - B. Use appropriate language; do not swear, use vulgarities, or other abusive or inappropriate language
    - C. Do not reveal personal addresses or phone numbers
    - D. Do not disrupt the use of the network
    - E. Assume that all communication and information accessible via the network, is private property
  - III. PRIVILEGES – The use of Colusa County Adult Education Internet is a privilege, not a right. Inappropriate use will result in limitation or cancellation of user privileges and possible disciplinary actions
  - IV. SECURITY – Security on any computer system is a high priority, especially when the system involves many users. Attempts to tamper with or access the system as any other user or to share a password will result in cancellation of user privileges. Electronic mail is not guaranteed to be

private; system operations have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities, and disciplinary action will follow. Users have no expectation of privacy with using the Colusa County Adult Education Internet. All information is subject to examination without notice.

- V. VANDALISM – Vandalism will result in cancellation of user privileges and disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy equipment and/or data of anyone connected to the Internet This includes, but is not limited to uploading, creating, or transmitting computer viruses.
- VI. PERSONAL SOFTWARE — Installation of software other than that used by Colusa County Adult Education is prohibited
- VII. AGREEMENT — Students must sign the Acceptable Use policy below. Parent or guardian must also sign the Acceptable Use policy on behalf of students under age 18.

I, \_\_\_\_\_(typed or printed name), understand and will abide by the CCOE Adult Education Internet Acceptable use rules and regulation. I further understand that any violation will result in the loss of access privileges and school disciplinary action.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent/Guardian (if under 18): \_\_\_\_\_ Date: \_\_\_\_\_