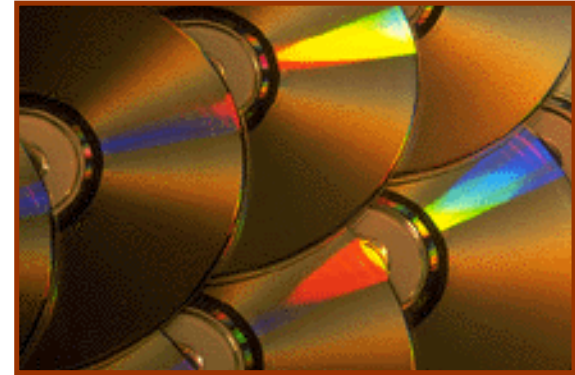


International School
HO CHI MINH CITY

Please ensure that you have read and fully understood all the Terms and Conditions for the use of the computer network facilities at the International School of Ho Chi Minh City.



**ISHCMC Technology Acceptable Use Policy
2008– 2009**



International School

HO CHI MINH CITY

ISHCMC Technology Acceptable Use Policy

Please read this document carefully before signing.

As part of ISHCMC's educational programme, computer network and Internet access is available to students. We are pleased to bring this access to ISHCMC and believe that these facilities offer unique and diverse resources. Technology is an integral part of our educational programme and through the curriculum, students are made aware of acceptable practice. Our goal in providing this service to students is to promote educational excellence by facilitating resource sharing, innovation and communication. The use of the computer network is a privilege, not a right, and inappropriate use will result in disciplinary action. Our intention is to create a student-friendly network environment that supports the educational objectives of ISHCMC. This includes permitting students to transfer files between school and home. Such networks, by their nature, cannot be 100% secure. However, this in no way justifies deliberate attempts to breach security.

Before being allowed to use the technology, all students must obtain parental permission and both the parents and the students must sign and return the enclosed form as evidence of parental approval and their acceptance of the school rules on this matter. Please note the serious nature of consequences for students violating the terms of this Technology Acceptable Use Policy.

ISHCMC Technology Acceptable Use Agreement

The signatures at the end of this document indicate the party/ parties who signed have read the terms and conditions carefully and understand their significance.

USER

I understand and will abide by the above Technology Acceptable Use Policy. I further understand that any violation of the regulations contained in the policy is unethical and may constitute a criminal offense. Should I commit any violation, school disciplinary action will be taken. Disciplinary action could include access restrictions, detention, suspension or expulsion from school.

Name: _____ Homeroom: _____

User signature: _____ Date: _____

PARENT OR GUARDIAN

As the parent or guardian of this student, I have read the Technology Acceptable Use Agreement. I understand that this access is designed for educational purposes and so I hereby give permission for the school to issue an account for my child and certify that the information contained on this form is correct.

Parent name: _____

Parent/Guardian's signature: _____

Date: _____

Technology – Terms and Conditions of Use

1. **Acceptable Use** – Your account must be used in support of education and research and consistent with the educational objectives of ISHCMC.
2. **Network Etiquette** – You are expected to abide by the accepted rules of network etiquette. These include, but are not limited to the following:

Network Etiquette

- a. Be polite. Do not be rude in your messages to others.
- b. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
- c. Illegal activities are strictly forbidden.
- d. Do not use the network in such a way that you would interfere with other people's computer work.
- e. Do not copy other people's intellectual output or other people's computer resources without permission. Students whose behaviour is in violation of this may be deemed academically dishonest.
- f. Always use a computer in ways that show consideration and respect.

3. **Security** – Security on any computer system is very important, especially when the system involves many users. If you feel you can identify a security problem on the network, you must notify the Technology Department immediately. Do not share the problem with other users.
4. **Passwords** – Passwords are an important feature of network security. Never use a password other than your own. Report breaches of password security to the Technology Department.
5. **Network Accounts** – Do not use another individual's account to gain access to the network.
6. **Software** – The installation of software is not permitted without the express permission of the Director of Technology. The use of Keyloggers and other Spyware is strictly prohibited.
7. **Games** – Playing games or downloading games to the hard drive or to the network is forbidden.
8. **Wireless access** – The schools' wireless network is intended for instructional purposes only. Students caught using the wireless network inappropriately will have their laptop confiscated and may lose the privilege to bring their laptop to school.

These guidelines are provided so that you are aware of the responsibilities you are about to acquire. In general this requires efficient, ethical and legal utilization of the network resources. A student found to be violating the Technology Acceptable Use Policy will be subject to school disciplinary action, that could include network access restrictions, detention, suspension or expulsion from school.