

# Oak Grove Technology

## Please note the following:

Before your student can use a computer at Oak Grove, the following must be signed by both the student and parent and returned to the school office or Technology Center ...

1. I will report any inappropriate activity (websites, music, photos, etc) that shows up on my computer immediately to the Principal or the Technology Director to avoid potential consequences.
2. I will keep food and beverages away from computers since they may cause damage to the computer.
3. I will not disassemble any part of any computer or attempt any repairs.
4. I will not place decorations (such as stickers, marks, etc.) on any computer.
5. I understand that all Oak Grove Lutheran School computers are subject to inspection at any time without notice and remain the property of Oak Grove Lutheran School. This includes documents stored in "My Documents" and "Home Directory" (H Drives) on the server.
6. I will follow the policies outlined in the *Computer Handbook* and the *Use of Technology Resources Policy* while at school, as well as outside the school day.
7. I will be responsible for all damage or loss caused by neglect or abuse.
8. I understand that the use of Oak Grove's technology resources (ex: computers, internet, and servers) are a privilege and not a right. I realize that suspension of computer privileges for a length of time as deemed appropriate by the Principal will be mandated when above rules are broken.

Student Name: \_\_\_\_\_ (Please Print)      Grade: \_\_\_\_\_

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

Parent Signature: \_\_\_\_\_      Date: \_\_\_\_\_

*PLEASE NOTE: This form is to be signed and returned to the Oak Grove Technology Help Desk or Benson Hall Office before a student will receive access to the Oak Grove network (login account).*

For more details on overall Oak Grove computer usage policies, please reference the "Computer Usage Handbook, Procedures and Information" document found on our website at <http://www.oakgrovelutheran.com/parents/publications.php>. These appendices reference material found in this document. If you cannot access the document on our website, we are willing to send you a printed copy if you contact Kyle Peterson, Oak Grove's Technology Director, at 701-373-7160 or [kyle.peterson@oakgrovelutheran.com](mailto:kyle.peterson@oakgrovelutheran.com).