



مدرسة أيليت الإنجليزية The Elite English School

Computer Lab Rules

Computer Lab Rules and Guidelines

Introduction: The computer lab is a shared resource for learning and exploration. To ensure a positive and productive experience for all users, the following rules and guidelines must be adhered to.

1. Technical Assistance:

- If a computer is not powered on, please contact the instructor for assistance.
- Do not attempt to manipulate wires or switches yourself.

2. Respectful Content Usage:

- Do not display, print, store, or distribute materials that could offend others.
- Respect the diverse community by avoiding offensive content.

3. Software Usage:

- It is prohibited to use or distribute illegal copies (pirate copies) of licensed software.
- Do not modify the operational mode of computers.

4. Security and Privacy:

- Computers must not be left logged in and unattended. Locking computers is not allowed.
- Obtain permission before accessing other users' files.

5. Property and Environment:

- Do not remove manuals, furniture, or equipment from the computer lab.
- Maintain a clean environment; dispose of garbage appropriately and arrange equipment and furniture properly.

6. Gaming and Entertainment:

- Playing games on the computers is not permitted.

7. Web Usage:

- Avoid visiting restricted or inappropriate websites.
- Exercise caution while browsing the web; the online environment can pose risks.

8. Reporting Inappropriate Content:

- If another student displays negative or inappropriate content, do not engage. Report the incident to the instructor.

9. Food and Drink:

- Food and drinks are not allowed in the computer lab.

10. Responsible Behaviour:

- Users are responsible for their actions on the computer system.
- Although not every action is listed, use common sense to ensure your behaviour respects others and maintains the equipment's integrity.

11. Guiding Principles:

- Always consider the well-being of fellow users.
- Respect the lab's equipment, resources, and environment.
- Prioritize learning and productive activities during lab time.

12. Continuous Improvement:

- These rules are subject to updates and revisions to improve the lab experience.

Remember, your actions reflect your character and can impact others' experiences. By adhering to these rules, you contribute to a positive and inclusive learning environment. Failure to comply with these guidelines may result in restricted access to the computer lab and appropriate disciplinary action.

**REVIEWED & UPDATED
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