

## Corvallis School District

### PERSONNEL

5445

#### Computer Systems Appropriate Use

The purpose of our computer system is to support research and education. Employees are encouraged to take advantage of the many computer resources available throughout the district. Inappropriate use of computer resources will not be tolerated. Inappropriate use will include but not be limited to:

- Allowing students to “log in” using your assigned password and/or allowing students to use the computer while you are currently “logged in”.
- "Logging in" to the system with a login name other than your assigned login name.
- Changing the configuration of any hardware or software locally or network-wide without permission of an administrator.
- Infringement of copyright laws.
- Installing software without the permission of an administrator
- Accessing or attempting to access information or resources deemed off limits.
- Sending or storing inappropriate, threatening, or harassing electronic messages or information.

Consequences for infringements of the computer systems appropriate use policy will be determined by the principal or a designee. The facts of each case will be reviewed and the consequences determined by the severity of the case. An employee who violates this policy may be subject to disciplinary action, including termination.

Policy History: 7/10/2007

Adopted on: 8/14/2007

Revised on: