

SPARTANBURG COUNTY SCHOOL DISTRICT THREE

USER GUIDELINES

Prior to logging in to your computer:

All users of the Spartanburg School District 3 system will abide by the rules of conduct established by the school district.

By clicking OK and proceeding, I agree and/or acknowledge that I will:

1. Use the system and any device issued to my custodial care only for School District 3 approved purposes.
2. Maintain the confidentiality of School District 3 confidential information on this system and device.
3. Avoid the introduction or use of offensive subject matter or language on this system.
4. Expect my use to be monitored by District 3 at any time.
5. Be responsible for this device and keep it in good working order.
6. Contact my location's technology representative to initiate a work order if this device requires maintenance or repair.
7. Be held accountable for the replacement of a lost, stolen, or damaged device in cases of abuse or neglect as defined and determined by the district administration.
8. Return any device issued to my custodial care to the district technology department or its representative if my employment ends with School District 3 for any reason, or upon request of the district administration.