

TECHNOLOGY AT EVSC

NETBOOK USE AGREEMENT – 2011-2012

Please read this entire section carefully.

This agreement is made effective upon receipt of a netbook, between The Evansville Vanderburgh School Corporation (“EVSC”), the student receiving a netbook (“Student”), and his/her parent(s) or legal guardian (“Parent”). The Student and Parent(s), in consideration of being provided with a netbook, software, and related materials for use while a student at EVSC, hereby agree as follows:

1 Equipment:

1.1 Ownership: EVSC retains sole right of possession of the netbook and grants permission to the Student to use the netbook according to the guidelines set forth in this document. The netbook is the property of EVSC and must be returned at the end of each school year. Moreover, EVSC administrative staff retains the right to collect and/or inspect the netbook at any time, including via electronic remote access; and to alter, add or delete installed software or hardware.

1.2 Equipment Provided: Efforts are made to keep all netbook configurations the same within each school. All systems include ample RAM, hard-disk space, Open Office software, wireless network capability and a protective bag. EVSC will retain records of the serial numbers of provided equipment.

1.3 Substitution of Equipment: In the event the netbook is inoperable, EVSC has a limited number of spares for use while the netbook is repaired or replaced. This agreement remains in effect for such a substitute. The Student may NOT opt to keep a netbook or to avoid using the netbook due to loss or damage. Students will be asked to charge their netbooks at home each night. If a student’s battery no longer holds a charge, the student should report it to the building technician, and EVSC will replace it at no cost to the student if there is no apparent accidental damage.

1.4 Responsibility for Electronic Data: It is the sole responsibility of the Student to backup necessary data. EVSC will provide network storage, accessible within the network. Students are also encourage to use a flash drives for personal storage and backup files often.

1.5 Responsibility for Installed Software: The Student may not install or uninstall any software to the netbook without prior approval from the Chief Technology Officer. Operating System and Application updates will be run from a central location.

2 Damage or Loss of Equipment:

2.1 Warranty for Equipment Malfunction: EVSC agrees to cover damage to the netbook caused by manufacturer’s defects.

2.2 Responsibility for Damage: The Student is responsible for maintaining a 100% working netbook at all times. The Student shall use reasonable care to ensure that the netbook is not damaged. Refer to the *Standards for Proper Care* document, for a description of expected care. In the event of damage not covered by the warranty, the EVSC reserves the right to charge the Student and Parent the full cost for repair or replacement when damage occurs due to negligence, accidental damage, loss, or theft.

Examples of negligence include, but are not limited to:

- Damage or theft which occurs when the equipment is unattended and unlocked. This includes damage or loss resulting from an unattended and unlocked netbook while at school. (See the *Standards for Proper Care* document for definitions of “attended,” “unattended,” and “locked.”)
- Damage or theft which occurs when lending equipment to others other than one’s parents/guardians.
- Damage or theft which occurs when using equipment in an unsafe environment.
- Damage or theft which occurs Using the equipment in an unsafe manner. (See the *Standards for Proper Care* document for guidelines of proper use).

Examples of accidental damage include, but are not limited to:

- Dropping the netbook or causing it to fall from desk, table, etc. or bumping the netbook against a wall, locker, or other object resulting in damage.
- Spilling any food, drink, or other substance or liquid on the netbook resulting in damage to the netbook components.
- Damage that may have been caused by accidental tripping or falling, or physical interaction, horseplay, or altercation with another student (Any damage caused by another student should be reported to the building administration as soon as possible for investigation and determination of responsibility for damage)

The building technician will give the student a Netbook Repair Notification to inform the student and parent that the netbook had apparent damage and has been sent to repair.

2.3 Responsibility for Loss or Theft: In the event the netbook is lost or stolen, the student and parent will be billed the full cost of replacement.

2.4 Actions Required in the Event of Damage or Loss: Report the problem **immediately** to the school building support technician and to the building administrator (Dean) for investigation. If the netbook is stolen or vandalized while not at EVSC or at an EVSC sponsored event, the Parent shall file a police report.

2.5 Technical Support and Repair: EVSC will provide technical support, and maintenance and repair services. Any attempt to repair outside of EVSC may result in the Student and Parent being charged the full replacement cost.

3 Legal and Ethical Use Policies:

3.1 Monitoring: To assure compliance with EVSC’s Technology Use Agreement, technicians may monitor logins and files as needed. EVSC does not utilize remote desktop connection to access the netbook webcam.

3.2 Legal and Ethical Use: All aspects of EVSC’s Technology Use Agreement will remain in effect. EVSC will provide content filtering within the EVSC network and outside of the network. However, EVSC does not have full control of the information on the Internet or incoming email from a non-EVSC email provider.

3.3 File-sharing and File-sharing Programs: The installation and/or use of any Internet-based file-sharing tools are explicitly prohibited. Filesharing programs and protocols like BitTorrent, Limewire, Kazaa, Acquisition and others may not be used to facilitate the illegal sharing of copyrighted material (music, video and images). Individuals with legitimate, school-related needs to use these tools may seek prior approval from the Chief Technology Officer.

3.4 Allowable Customizations: The Student *is permitted* to alter or add files to customize the assigned netbook to their own working styles (i.e., wallpaper, default fonts, and other system enhancements). However, EVSC reserves the right to ensure all customizations follow the Acceptable Use Guidelines and may periodically conduct maintenance that may configure the netbook back to the originally installed state. **No stickers or tape should be used to “decorate” the netbook surfaces as these are often difficult to remove and may result in billable damage.**