

Laptop Rules and Procedures

Rule #1: This laptop is
NOT yours! It is property
of Bartow County Schools!

Rule #2: Only have your laptop out with teacher permission. Period.
No excuses! Ever.

Rule #3: When you exit
the room, the laptop case
should be zipped and
secured tightly with your
notebooks.

Rule #4: When moving around the room with a laptop, the lid should always be closed.

Rule #5: Only technology related materials can be stored in the laptop case.

- 1. thumbdrive
- 2. password sheet
- 3. Infraction card
- 4. earbuds

YUP

- 1. pens/pencils
- 2. food/gum
- 3. papers for class
- 4. junk
- 5. expo markers

NOPE

Rule #6: If you leave your laptop behind in a previous class, you will receive an infraction.

(infractions will be explained at the end)

Rule 7: When checking out early, you must return your laptop to your home laptop cart. It is your responsibility to make contact with that teacher.

Rule 8: You may not customize or alter the settings on your computer in any way! This includes:
wallpaper, screen saver, stickers,
widgets

Rule 9: No food or drink is allowed around laptops. If you bring a water bottle, you will need to ask your teacher where you can store it during class.

Rule 10: You may not use
YouTube as a way to listen to
music during class.

Rule II: "Deleting" history will result in an automatic day served in in-team.

Internet History is recorded permanently in your teacher's system, regardless of if you try to "delete" it.

Rule 12: No downloads of
any kind without permission.
This includes games.

Rule 13: Let the selfie go.
You are not allowed to take
pictures of yourself or
others without permission.

Rule 14: You should never touch another student's laptop, unless you have teacher permission to work together.

Rule 15: We must save battery! At the end of each class period, you must "QUIT" each program. When you "X" out, the program is still open and kills the battery.

Rule 16: Every Friday you will need to power off your laptop. This will allow your computer to run updates and work at its best.

Rule 17: Students who take laptops home are required to make sure laptops are charged and ready for class when they return to school.

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Rule 18: Students must have their password organizer at all times.

Consequences

You will have an "infraction card". It will be stored in your laptop case at all times.

Failure to follow ANY of
these rules will result in
one infraction.

If you lose your
infraction card, you will
automatically serve one
day of in-team.

3 infractions per 9
weeks

=

1 day of in-team

Recap: 3 ways to get in-team

1. 3 infractions = in-team
2. losing your card = in-team
3. deleting history = in-team