

Brighton High School Engineering Program

Computer/Shop Lab Rules

The student will maintain and properly use computer equipment. Student will respect all equipment and other student's opportunity to actively learn. Student will accept responsibility for any damaged equipment for their workstation while enrolled in a Computer Aided Drafting course. Student will agree to the following conditions while working in the CAD lab:

1. Students will only use approved software. **NO GAMES or SOCIAL MEDIA or SURFING THE INTERNET**
2. **NO INTERNET USAGE.** Unless assignments requires it. (I.E Class Website required to get assignments.)
3. Anyone that destroys, set-ups, downloads programs or ruins other student files or computer station will be restricted from using the computers and potentially charged for the damaged equipment.
4. Absolutely no disks, CD's, flashdrives or other file storing devices will be allowed in the computers; Unless Authorized. Only school assigned and approved material may be used on the computers.
5. No Food or Drinks allowed around the computer stations or other electronic equipment.
6. Improper images, pictures, or words are not allowed on the computers whether downloaded or created by the user. This is to be a business setting and any non-educational graphics are banned. Use of the computers will be forfeited for any gross and offensive images or words. (This include images or words that show violence, any type of weapon, inappropriate behaviors, etc)
7. You are not to make any adjustments to the monitors or computers without permission from the teacher.
8. Wires and cords are not to be adjusted or unplugged by students; result maybe removed from the computers.
9. Chairs are to be sat in properly and not spun, raised, and lowered or slid around the room. They are to be treated with care. Failure to use the chairs properly will result in the forfeit of using the chair.
10. Makerbot Rapid Prototype Machine, Robotic Arms or other manual/electric equipment may not be used without supervision. Student must go through a safety and training session before using.
11. Use of safety glasses in required areas of the lab.
12. Copyright laws will be enforced.
13. Submitting another students work as your own will result in the following
 - a. 1st Offense will result in a zero for that assignment
 - b. 2nd Offense will result in a failing grade for the quarter
14. Student is responsible for the upkeep and proper inventory of your robotic kits (Electronic Kits, Finch Robot, Lego Robotic Kits, Arduino Kits, Controller Parts/Equipment, etc.)

Failure to adhere to these rules can result in removal from the computers and/or replacement of broken/missing equipment. The class environment is designed to be a business setting. To be successful in this course the student should act with a professional decorum.

Student Signature: _____

Date: _____

Hour: _____