

## District Internet and E-Mail Rules

Employees are responsible for following generally accepted social standards for use of a publicly owned and operated communication tool. Examples of unethical, unacceptable use of District technology equipment include the following:

Sending, displaying, or accessing offensive messages or pictures

Using obscene language

Harassing, insulting, or attacking others

Intentionally damaging computers, computer systems, or computer networks

## Risks

~~While the Internet provides many opportunities for collaboration, exceed any disadvantages. Ultimately, you are responsible for following District philosophy and acceptable use standards when using media and information sources and when teaching your students to do the same.~~

Individual users of the district computer networks are responsible for their behavior and communications on those networks. Violations of the district p  
Users should not expect that files stored on district servers will always be private.



Cut Here

**School Loop\***: district & school web publishing system. Create class webpages, and provide students safe access to Internet-based resources. Also access district/site resources for teachers.

**Outlook\***: email system. Check daily for district & school communications.

**Grolier & EBSCO and World Book for elementary\***: online reference subscriptions for student/teacher research. Access encyclopedias, educational & professional magazines.

**Renaissance**: instructional learning system includes Accelerated Reader (AR) and Accelerated Math (AM).

**Destiny\***: online library catalog. Help students locate books at their reading level or related to their research topic.

Additional resources may be available at your school or within your content area.

\* Accessible from your school's School Loop page at [www.rialto.k12.ca.us](http://www.rialto.k12.ca.us)

Post near your computer.

