

OWTS - 2010 - 2011
CADD
Classroom and Computer Rules

Basic Classroom Rules:

- No food, drink, or chewing gum is allowed in class.
- Never, ever, never, ever, play with the toys or display cabinets
- Please bring items in for the display cabinets and bulletin boards.
- No profanity, obscene gestures, fighting, horseplay, or throwing of any objects
- Talking will be done quietly and kept to a bare minimum
- No talking during theory or announcements
- Students must be prepared and on time for each class (must have notebook & pen at all times)
- Must be completely aware of your surroundings – listen for instructor, visitors, etc
- When we have visitors of any type – you will be at your workstations, working, and **ABSOLUTELY NO TALKING AT THIS TIME !!!!!!!!!!!**
- Students are responsible for all makeup work – it is your responsibility to get the missed assignments.
- Respect yourself and others while in class and be cooperative
- No spinning around or “racing” on the CADD Chairs

Basic Computer Rules:

- Only use your assigned computer – which will be your assigned seat
- Do not change any screen savers, wallpaper, background, etc
- Do not use any other program except for the one being used during the assignment
- I will not load or alter any programs onto the computers
- No pornographic or sexually suggestive material is allowed on any school computer
- Do not touch the computers during theory
- Inappropriate language is not allowed on any computer
- I will not destroy or manipulate any part of the computer – i.e. – move keys, mouse, etc

Penalties:

Offence #

Consequence

First	After School Detention & Phone Call home to mom and dad
Second	In addition of second Offence Penalty, Loss of Computer Privilege & writing assignment
Third	Administrative Action

If you have any questions on these rules or interpretation, please see me.

And remember-

Rules are for people who need them, so don't. Think about it !!!! The more trouble / problems you have the more rules we need !!! If you think it may get you in trouble, it probably will. And remember – we are here to learn and have fun, so enjoy yourself.

Schoolrack.com

All of our assignments will be listed on the following website:

www.schoolrack.com – Click on Find Teachers, then click on teacher name to locate the info !! or you can click on technologies on the www.cttech.org/wolcott website and then on CADD to locate the info.