



Software Development Lab Safety Contract

Use of the computer labs part of Software Development. All students must earn this privilege by respecting the equipment and the other students and staff using it. The following are rules to ensure a safe working lab environment. Violations of these rules could result in removal from class, as outlined below.

NOTE: Signing this document constitutes your agreement to follow all safety procedures and protocols designated by your teacher in addition to what is contained in this list.

1. All Student Handbook Rules and Policies apply in the lab and are to be followed.
2. No Cellphones in the classroom. All are to be kept powered off and in your locker. Exceptions will be made for Mobile App Development Coursework.
3. Lockers: All students are to keep their backpacks in the locker to keep aiseways clear of hazards.
 - a. This also includes jackets and coats or anything that may be a tripping hazard in the classroom.
4. Computers are to be used for educational purposes only and designated class activities.
 - a. No Esports/video games during class hours.
5. All food and drinks must be stored on the counter or as directed. No food or drink is permitted at computer stations or it will be thrown away. Exceptions are water with non-spill tops.
6. All equipment is to be used only as instructed.

7. You are only to use Discord/#Slack/Microsoft Teams or any other class messaging platform at designated times set by the teacher.
 - a. When using Discord all MCCTC Student Handbook Rules apply.
 - b. You are to be professional and treat each other with respect.
 - c. Memes, comments or posts that violate MCCTC Student Handbook Rules, will result in disciplinary action.
8. Hardware is not to be unplugged and/or moved at any time, without the direction of the teacher. If any hardware or software malfunctions, it is the student's responsibility to advise the instructor to receive help. Do not try to fix hardware problems yourself without direction from the teacher. (This does not include restarting the computer or checking if cables are connected properly)
9. If projects require soldering, you are not to use the soldering irons without teacher supervision. Before using a soldering iron student, must complete a soldering iron safety exam and demonstrate proper safe usage of equipment.
10. Virtual Reality/Augmented Reality Equipment.
 - a. Before the use of equipment, you are to disinfect the headset, controllers and computer.
 - b. Bandanas/Head covering must be used at all times when using either VR or AR equipment.
 - c. When you are completed using equipment you are to disinfect and clean the equipment used.
 - d. Before using VR/AR students are to ensure the area is clean and free of any obstacles. Student is to ensure geo-fence is activated and geofence is up protecting the playable area.
11. Any student defaming other student work or damaging student files will be disciplined as a vandal by administration and/or the district.
12. Treat all students with respect, even when you disagree.
 - a. No foul language
 - b. No derogatory remarks
 - c. Be a team player and help each other.
13. Horseplay or immature behavior, harassment, or disruptions of other students working is not allowed.
14. Do not copy other student work or files. Do not delete, manipulate or move student work or files.

15. Do not write on any equipment, mouse pads, books or tables, or remove any equipment from the lab.
16. Storing of personal files on the computer or server is not allowed (games, music, programs, etc.). While you may save your schoolwork to your computer, it is your responsibility to ensure you have a backup of your work. Frequently computers are formatted and upgraded. This means if you save your homework on the computer, your work will be gone. It is your responsibility to ensure you have a backup of your work.
 - a. All work created, stored, or accessed must adhere to school, district and/or governmental guidelines for student behavior.
17. The internet is to be utilized as a class tool only, and not for personal entertainment.
18. Do not login or attempt to login to the network drives with any ID other than your own.
19. Do not change computer configurations (including the mouse cursor, screensaver and desktop background) or hack into any system.
20. You agree to not use the technology to hack any system or use the knowledge gained in this class to break any laws or access systems you do not have permission to.
21. Do not circumvent, or attempt to circumvent, the MCCTC internet filter.
22. You agree to not use the computer to harm other people. (No VPN's or anything that changes the DNS)
23. You agree to not interfere with other people's computer work.
24. You will not use or install any copied or proprietary software MCCTC is not licensed to use.
25. Plagiarism, While you are encouraged to use coding documentation, manuals and online resources, copying another person's work and submitting it in as your own is expressly prohibited and will result in a zero.
26. Artificial Intelligence - AI, GPT's, Machine Learning Etc. AI is to be used as a tool to augment your learning, not replace it. Copying and pasting AI produced code without understanding it, is the same as plagiarism. AI is not to be used for written assignments. Unless specifically directed, for assignments, you are not to use AI. (There will be a lot of projects to use AI on)



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Failure to abide by the above regulations will result in the following:

First Violation: Verbal Warning

Second Violation: Parent phone call, Referral to administration

Third Violation: Removal from class

Some violations, depending on severity, could result in immediate referral, loss of credit, and/or removal from class.

Certain behaviors are prohibited by the district and may result in permanent removal of access to all technology.

Refer to your student handbook for additional rules and guidelines. Student handbooks and MCCTC policies take priority over class rules.

Student Print Name: _____

Student Signature: _____

Parent Signature: _____

Date: _____