



Responsible Computer Use Guidelines

The purpose of the Responsible Computer Use Guidelines is to foster the appropriate use of the Internet. In an increasingly technological world, the Boys & Girls Club of La Plata County's (BGCLPC) Electronic Information Services (EIS) is available to members with the intent of enhancing their literacy and their educational experience.

Educational Purposes

The BGCLPC's EIS has been established for educational purposes limited to lab activities, career development, and independent scholastic research on appropriate subjects. The EIS has not been established as a public forum or a public access service. BGCLPC has the right to place reasonable restriction on the material you access or post through the system.

Unacceptable Uses

Members are not allowed to use the EIS for political lobbying. They may however use the system to communicate with elected representatives and to express their opinions on political issues. Members are NOT allowed to use the EIS for commercial purposes. Members may not offer, provide, or purchase products or services through this connection. **BGCLPC is not responsible for any financial obligations that are made by its members through the use of the network.**

Personal Safety

Members will not post personal contact information about themselves or others. Personal contact information includes, but is not limited to, home, school, and/or work addresses and telephone numbers. Members will not agree to meet anyone with whom they have made contact online. Members will promptly notify the computer instructor, club staff, or adult volunteer regarding any message received that is inappropriate, offensive, or sent to make one feel uncomfortable.

Illegal Activities

Members will not use the BGCLPC network to engage in any illegal act, including, but not limited to, arranging for the purchase or sales of drugs or alcohol, engaging in criminal activity, and/or threatening the safety of another person.

Members will not plagiarize works found on the internet. Plagiarism is taking ideas or writings of others and presenting them as if they were yours. Members will also respect the rights of copyright owners. Copyright infringement occurs when you reproduce a work that is protected by a copyright without authorization. If a work contains language that specifies appropriate use of that work, members will follow the author's requirements.

Members will not use the EIS to pirate software or make illegal copies of copy written materials. **BGCLPC is not responsible for any illegal activity conducted by its members through the use of our network.**

System Security/Authorized and Unauthorized Access

Members will not attempt disrupt or gain unauthorized access to the BGCLPC network or any other computer system connected to the BGCLPC network. This includes attempting to log in through another person's account, access another person's files, or spreading computer viruses. These actions are considered illegal.

BGCLPC is not responsible for any loss of data that is a result of a system failure.

Members will immediately notify the computer instructor, club staff, or adult volunteer if they witness or identify a potential security problem. Members should not attempt to find security problems as this may be construed as an illegal attempt to gain access.

Inappropriate Language/Materials

Members will not use obscene, profane, lewd, vulgar, rude, defamatory, threatening, or disrespectful forms of communication. This applies to verbal and written languages, diagrams, photographs, videos, representations, or any other form of communication. Members will not engage in the harassment of another person.

Members will not use the EIS to access materials that are profane or obscene (pornographic), that advocate illegal acts, or that advocate violence or discrimination toward other people (hate literature). If a member mistakenly gains access to inappropriate information, he/she will immediately turn off the computer monitor and then notify the computer instructor, club staff, or adult volunteer regarding any materials that are inappropriate, offensive, or questionable.

Restrictions against inappropriate language and/or materials apply to public and private messages, and materials posted to the internet. Parents/Guardians should instruct their child if there is additional material(s) that they think would be inappropriate to access. BGCLPC fully expects members to follow their parent/guardians' wishes in this matter.

Your Rights

The BGCLPC network is considered a limited forum and therefore reserves the right to regulate this forum for educational purposes. BGCLPC will not restrict your speech on the basis of disagreement with opinions that are expressed. Members should expect only limited privacy regarding content of personal files as the EIS is housed on an open network.

Disciplinary Action

The use of the internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The system administrators will deem what is inappropriate use and their decision is final. The system administrator may refuse access at any time as required. Any member identified as a security risk may be denied access.

1st Offense of the Responsible Computer Use Guidelines:

- Report outlining offense signed by club staff
- Revocation of internet/network privileges for three days
- Meeting between member and club staff to review the Responsible Computer Use Guidelines

2nd Offense of the Responsible Computer Use Guidelines:

- Report outlining offense signed by club staff
- Revocation of the internet/network for one week
- Phone call home to parents explaining the offense
- Meeting between member, club staff, and parent(s)

3rd Offense of the Responsible Computer Use Guidelines:

- Report outlining offense signed by club staff
- Revocation of the internet/network privileges until further notice
- Meeting between member, parents, and Chief Professional Officer

BGCLPC will report any suspicion of illegal activity to the appropriate legal authorities. If any offense is considered illegal, then network access will be revoked until further notice.