

# Technology Learning Center

## Rules of Operation

- All parties must sign in and out during every visit to the TLC facility.
- TLC users are responsible for damage caused to computer/printer.
- In order to help prevent viruses, please scan all discs with anti-virus software before opening.
- Computer usage for the purpose of illegal activity is absolutely NOT permitted and will be reported to authorities.
- Do not save materials to hard-drive – use discs, or email them to your personal email account.
- No accessing pornographic or illicit sites via the internet.
- No subscriptions to on-line resources.
- No downloading from internet without supervision.
- No junk e-mail (chain letters).
- No food or drink allowed in TLC.
- No smoking in TLC.
- No profanity will be tolerated on-line or in-person.
- No rough-housing in the TLC.
- Surf at your own risk.

Please do your part to protect the computers and maintain a safe, enjoyable atmosphere for the TLC.  
If you do not comply with these rules, you will lose the privilege of using the TLC facility.