



## Tech Center Rules

1. \*\*\*Please **DO NOT** eat or drink while in the lab\*\*\*
2. Be courteous to others while in the lab.
3. Please refrain from talking too loud in the lab.
4. Please do not use cell phones inside the lab.
5. Please do not access any pornographic, gambling, or adult sites (including chat rooms).
6. Please do not use inappropriate language.
7. Do not install any software.
8. Do not make any changes to the computers settings.
9. Please limit computer usage if others are waiting.
10. Use headphones when listening to any audio.
11. No running or playing.
12. Save and remove any files from the computers that you have created when leaving the lab.
13. Remember this lab is for everyone to enjoy.
14. Please limit printing to job related documents.
15. For your safety logout of all online accounts before leaving the computer.
16. Contact Marlene White if you have any computer related issues.
17. \*\*\*NOTE: All files, folders, and documents on the computers will be deleted **NIGHTLY**\*\*\*