Computer Lab Rules:

* Operate the equipment properly
* Push your chair in and clean up when you are done
* Touch the keyboard lightly
* Eat and drink **OUTSIDE** the computer lab
* Ask for help if you don’t understand something
* Be ready to learn something new when you come to the computer lab
* Do not personalize the computer (ex. Installing screen savers or wallpaper, adding or changing any desktop icons)
* When you leave the computer please log off properly by first closing out of the application you are in and then properly shut the computer down/log off.
* Use headphones when listening to music or when using applications that require speakers
* Please sign in upon entering the computer lab and sign out when leaving
* Do not tamper or destroy any programs or files that are stored on the computer
* Do not use abusive language or engage in behavior that disturbs others
* No GUM

Violators of the above rules will:

* 1st Violation: You will be denied computer lab for 1 week
* 2nd Violation: You will be denied computer lab for 1 month
* 3rd Violation: You will be denied computer lab for 6 months or at the discretion of the Pastor

Thank you for your obedience,

The Church Administrator