

Drafting Lab Classroom Expectations:

Equipment Use

- 1) **Safe handling of the computers in the Drafting Lab:** The desktop computers, keyboards, and mice are used by everyone throughout the school year. The school does not have the money to replace these equipment that are designated for long term use. Students must treat the day-to-day equipment with respect and proper care. If a piece of equipment has been damaged through abuse, not only does the student who is assigned that workstation become stuck with the damaged equipment for the rest of the year, but also other students who are assigned that workstation in other blocks will suffer the same fate.

Food

Food is NOT permitted in the computer lab. Water in closed containers are allowed. Students must take caution in not spilling any liquids onto the equipment as doing so will inflict permanent damage.

Attendance

Students are responsible for any missed information and work due to tardiness or absenteeism. Please refer to Mr. Chau's Website for instructions and guidance.

Classroom Behaviour

Horseplay of any sort is not tolerated within the classroom environment. Students are expected to treat each other with respect. Use of any foul or discriminatory language is prohibited. Consequences for not adhering to the terms will be administered based on the school code of conduct and may include a phone call home to parents or a meeting with an administrator.

End of Day Procedures

Students must stack chairs at the end of every block (no matter what time of day it is) and must shut down their computers by properly clicking the shut down option in your Windows 10 Start Menu bar. Students must also turn off their monitors because they are brand new this year.

By signing this contract, I _____ understand what is expected of me within the classroom and will do my best to adhere to this list of classroom expectations. I understand that I will take responsibility of my actions and acknowledge any consequence I may face should I choose to violate this set of rules.

Signature: _____ Date: _____