

**Computer Use Guidelines**  
**San Diego Continuing Education**  
(Adopted November 26, 2002)

Use of computers in San Diego Continuing Education (SDCE) is with the instructor's permission only and requires active participation in a lab or classroom course of instruction. If permission is granted to use the Internet, the following guidelines must be followed:

1. "Chat" and personal e-mail (including the printing of e-mail) are not appropriate classroom activities unless specifically authorized by the classroom or lab instructor.
2. Do not access Internet sites that may be offensive to your instructor or fellow students. Any form of pornography or improper use of the Internet is not allowed.
3. The instructor has the final say on the appropriate use of SDCE computers and appropriate use of the Internet.
4. Do not download any unauthorized material from the Internet on district computers.
5. No games should be played on SDCE computers unless specifically authorized by the classroom or lab instructor.

Violation of any of the above guidelines may be grounds for disciplinary action (SDCCD Policy 3100).