

THIEF RIVER FALLS PUBLIC SCHOOLS

Policy 491

SOFTWARE CODE OF ETHICS

All employees and students shall use software only in accordance with its license agreement. Unless otherwise noted in the license, or in the event that the software arrived without a license agreement, any duplication of copyrighted software, except for back-up and archival purposes, is a violation of federal law and district policy. This signed Code of Ethics will be filed with the district Personnel Office.

1. I will use all software according to the provisions of license agreement.
2. I will not make unauthorized copies of software under any circumstances.
3. I recognize that the district will not tolerate the use of illegal software copies on district computers.
4. I understand that anyone found copying software other than for back-up purposes is subject to disciplinary actions.
5. I understand that anyone found making illegal software copies may be subject to civil and criminal penalties.
6. I have received and read the Independent School District #564 District Policy Statement #490.

Employee Signature

Employee Name

Date

Date Adopted: 6/95
Next Scheduled Revision: 5/09
Revised: 2/00 (Reviewed)