

# Rules for the Use of One Terminal per Person



札幌市教育委員会

The terminals that are lent to you are tools to help you learn. Your learning will be enhanced if you use the terminals properly and effectively. The City of Sapporo has established "Rules for the use of one terminal per person." In order to facilitate the connection between classes and home study, and to promote study and lifestyle habits, students can take their Chromebooks home if the school deems it necessary. With a clear understanding of these rules, let's use the devices safely and securely and deepen our learning.

## For careful use

- When using a terminal, listen to the teachers' instructions and use it for learning.
- Do not place anything on or under the device.
- Do not drop the device or get it wet.
- Do not lend your device to others or allow them to use it.
- When storing the device at school, put it in the charging cabinet in your classroom.
- Always ask your teacher for permission before taking your device home.



## For healthy learning

- Use with proper posture and at an appropriate distance from the screen.
- Look into the distance to rest your eyes for at least 20 seconds once every 30 minutes.
- Adjust the angle and brightness of the screen and use it in a bright room.
- When using headphones, pay attention to the volume of the sound.
- Avoid using the device for long periods of time or one hour before bedtime.



## For safe and secure use

- Do not share your ID and password with others.
- Do not post personal information on the Internet, such as your name, address, phone number, photos, videos, etc.
- Do not access sites that are not related to your study.
- Do not take photos for non-learning purposes or without permission.



## What should I do in case of trouble?

- Report to the school immediately in case of malfunction, damage, loss, theft, or problems on the Internet.
- If you have any questions about rules other than the above, consult the school.

## To Parents and Guardians



Even using your home internet, you can access and use the same environment as the school by using your Google account.

The data of your child's assignments and works will be stored on an external server until they move out of the city or graduate, and can be accessed by only the user of the account.