

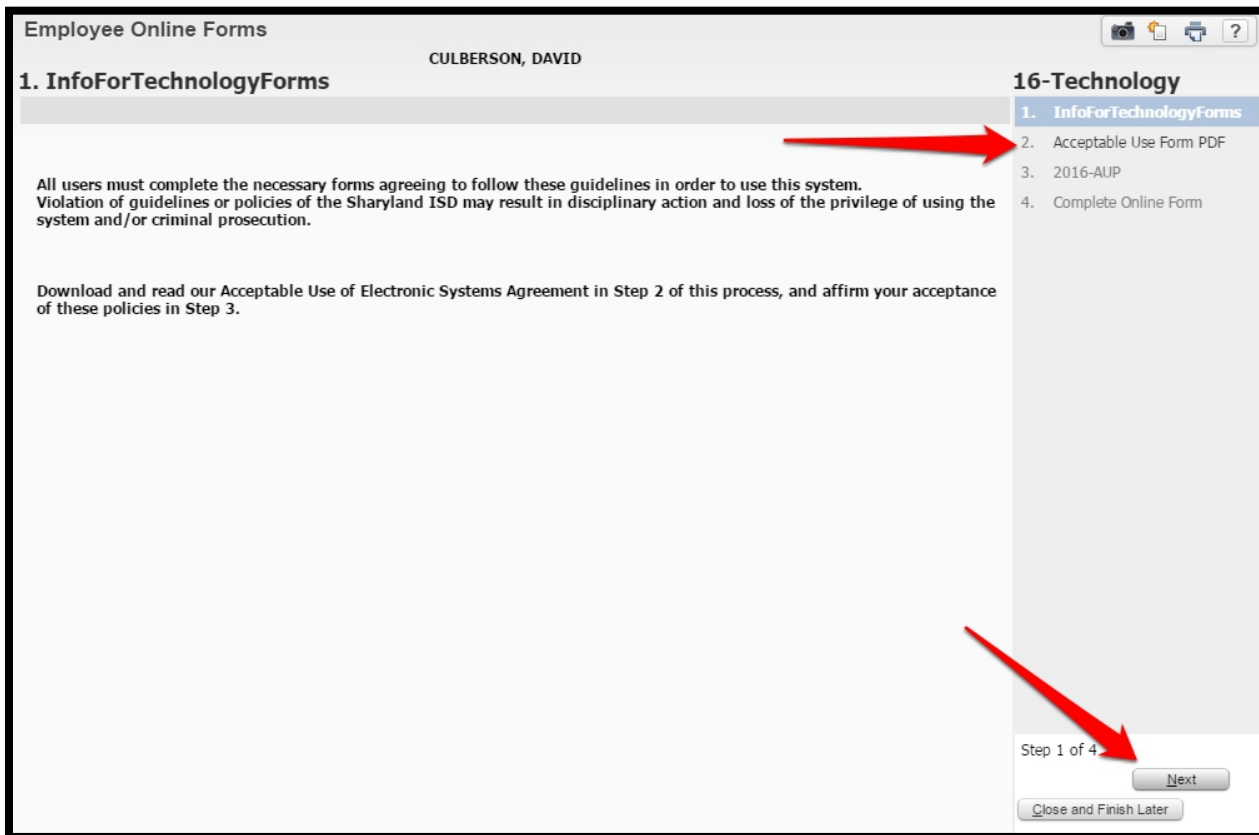
Acceptable Use of Electronic Systems Form

Once signing into skyward you will be presented with the message below. You can skip this or proceed with completing the AUP. Click [16-Technology](#) to get started.



The screenshot shows a notification window from Skyward. At the top left is the Skyward logo and 'SHARYLAND ISD'. At the top right, there is a user profile for 'David Culberson' with links for 'Account', 'Preferences', 'Exit', and a help icon. The main text reads: 'Online Forms have been found that you are required to complete. The required online forms are listed below including a description of what the online form is for. You can click on the online form name to enter the online forms.' Below this is a list item for '16-Technology' with a red arrow pointing to it. The description for '16-Technology' is: 'All users must complete the necessary forms agreeing to follow these Acceptable Use of Electronic Systems guidelines.' At the bottom of the notification is a button that says 'Close Online Form Screen and Continue to Skyward'.

STEP ONE: Read the information then click on [item 2 or Next](#).



The screenshot shows the 'Employee Online Forms' page for 'CULBERSON, DAVID'. The page is titled '1. InfoForTechnologyForms'. The main content area contains the following text: 'All users must complete the necessary forms agreeing to follow these guidelines in order to use this system. Violation of guidelines or policies of the Sharyland ISD may result in disciplinary action and loss of the privilege of using the system and/or criminal prosecution.' Below this, it says: 'Download and read our Acceptable Use of Electronic Systems Agreement in Step 2 of this process, and affirm your acceptance of these policies in Step 3.' On the right side, there is a sidebar titled '16-Technology' with a list of items: '1. InfoForTechnologyForms', '2. Acceptable Use Form PDF', '3. 2016-AUP', and '4. Complete Online Form'. A red arrow points from the main text area to item 2. At the bottom right, there is a 'Next' button and a 'Close and Finish Later' button. The page indicates 'Step 1 of 4'.

Acceptable Use of Electronic Systems Form

STEP TWO: Click on the link to view the form. The AUP will pop-up on the screen. Once read proceed by clicking on **item 3 or Next**.

The screenshot shows a web interface titled "Employee Online Forms" for user "CULBERSON, DAVID". The main content area is titled "2. Acceptable Use Form PDF" and contains the text "Click on this link for Acceptable Use Form PDF" with a red arrow pointing to it. On the right side, there is a sidebar titled "16-Technology" with a list of items: "1. InfoForTechnologyForms", "2. Acceptable Use Form PDF" (highlighted), "3. 2016-AUP", and "4. Complete Online Form". A red arrow points from the sidebar to the main content area. At the bottom right, there are navigation buttons: "Previous", "Next" (with a red arrow pointing to it), and "Close and Finish Later". The status "Step 2 of 4" is displayed above the buttons.

SHARYLAND ISD GUIDELINES FOR ACCEPTABLE USE OF ELECTRONIC SYSTEMS

SHARYLAND
TECHNOLOGY

All users must complete the necessary forms agreeing to follow these guidelines in order to use this system. Violation of guidelines or policies of the Sharyland ISD may result in disciplinary action and loss of the privilege of using the system and/or criminal prosecution.

Acceptable Use of Electronic Systems Form

STEP THREE: Go over the information below then type your legal name which represents your digital signature. Continue by clicking on **item 4 or Next**.

Employee Online Forms
CULBERSON, DAVID

3. 2016-AUP

The Sharyland ISD is not responsible for any inaccurate or objectionable material which users may access. The Sharyland ISD does not guarantee the authenticity of any information provided by this system. The ultimate success of this system is dependent upon the honor, integrity, and exercise of good judgment by each individual user. I agree to abide by the provisions of Sharyland ISD's electronic communications system(s) policy (CQ LOCAL), Bring Your Own Device (BYOD) Student, Parent, and Staff Guidelines and administrative regulations. In consideration for the privilege of using Sharyland ISD's electronic communications system(s), and in consideration for having access to the public networks, I hereby release the Sharyland ISD from any and all claims and damages of any nature arising from my use of the system.

Please type your full legal name. Typing your name below represents your digital signature.

* EmpSignature: David M. Culberson

16-Technology

1. InfoForTechnologyForms
2. Acceptable Use Form PDF
3. 2016-AUP
4. Complete Online Form

Step 3 of 4

Previous Next

Close and Finish Later

STEP FOUR: Click the box acknowledging completion then click **Finish**.

Employee Online Forms
CULBERSON, DAVID

4. Complete Online Form

When you have completed this online form, check the I have completed this online form.

Step	Status	Last Accessed	Completed by
1. InfoForTechnologyForms	Completed	08/06/2015 10:30 AM	CULBERSON DAVID
2. Acceptable Use Form PDF	Completed	08/06/2015 10:38 AM	CULBERSON DAVID
3. 2016-AUP	Completed	08/06/2015 10:39 AM	CULBERSON DAVID

I have completed this online form.

16-Technology

1. InfoForTechnologyForms
2. Acceptable Use Form PDF
3. 2016-AUP
4. Complete Online Form

Step 4 of 4

Previous Finish

Close and Finish Later

Once submitted you will receive an automated confirmation email.