

LAPTOP CART EXPECTATIONS

Teachers will...

- ☛ check the cart and note the number of machines on the cart log
- ☛ review expectations with students before use
- ☛ carefully unplug laptops and hand to students
- ☛ monitor students while using the laptops
- ☛ make note of any damages or missing parts on cart log
- ☛ replace laptops in the correct numbered slot and plug in power cord

Students will...

- ☛ carry laptops with 2 hands
- ☛ only carry laptops when it is closed
- ☛ set your laptop on a flat surface before opening
- ☛ wait patiently for laptops to start up
- ☛ follow your teacher's instructions
- ☛ stay on task
- ☛ ONLY use & search sites that your teacher assigned
- ☛ let your teacher know if you have any problems with the laptop or if someone is not following expectations

Students will NOT...

- ☹ touch or write on the monitor
- ☹ intentionally drop or damage the laptop
- ☹ change the desktop, icons, & settings

When you are finished...

- ☛ click on "Start", then "Shut down" and **wait** for the screen to go **BLACK** before you close the laptop
- ☛ carry the laptop, with 2 hands, back to your teacher at the cart