

Student computer rules of use

The City of Turku will provide new upper secondary school students with a laptop (hereafter referred to as 'device') owned by the City for studies. The student must look after the device when it is in their use. The rules and conditions listed below apply to the device.

The use and use time of the device

1. The device is intended as a learning tool for students. The student may not hand over the device to anyone else for use or possession.
2. The device is to be used in accordance with the instructions given by the teachers to carry out studies and as a learning tool.
3. The student must use the device in such a way that they do not violate laws, good practices or the rules and regulations of the educational institution.
4. The use of the device ends at the end of the studies or at a time specified separately by the educational institution. Regardless of the planned time of use, the educational institution always has the right to remove the device from a student who does not comply with the rules of use applicable to the device.

Taking care of the device

1. Students must transport and store the device with care. If the institution has provided a protective sleeve, it must be used whenever transporting the device (the device must be turned off).
2. Devices can circulate from one student to another through e.g. maintenance. They must be kept neat and clean. Do not decorate the device with stickers, markers, etc.
3. Do not leave the device unattended or in plain sight in a vehicle or other means of transport or public space.
4. If the device is lost or stolen, the student must immediately inform their tutor or other responsible person appointed by the educational institution. If the City makes a report of theft, the student and their guardian must assist in collecting the necessary information.
5. The student is responsible for any loss or damage caused to the device intentionally or as a result of negligence in accordance with the Tort Liability Act.
6. The City of Turku is responsible for the maintenance of a broken device. The student must immediately notify their tutor or other responsible person appointed by the educational institution of a broken device.
7. Any loss, theft or breakdown of the device must be documented in writing to the educational institution using a form prepared by the City for this purpose.
8. If the student receives a replacement for a lost, stolen or broken device, the terms of these rules of use shall also apply.

Operating system, applications and settings

1. Applications selected by the City or the educational institution may be downloaded to the device by IT administrators.
2. The student installs software needed in studies. Installing malware is strictly prohibited. To ensure the capacity of the device, all unnecessary software installations should be avoided.
3. Students must install/accept the device's operating system updates if they do not install automatically. The educational institution will provide guidance if necessary.
4. The device may only be reset according to the instructions given by the educational institution.
5. Employees of the institution and IT services (including subcontractors) are authorised to view and configure the device settings and, if necessary, reset the device at any time.