

## Policy on kids printing from discs from home

This is a timely question! (see below)

We would like to discourage the use of floppy disks as much as possible.

1. The best (for now) would be to ask that they email the file (research paper?) to you. You can save it to an appropriate location on Public, and they can retrieve it in class or before.
2. A second choice would be for you to scan their floppy disk, using Norton Anti-virus:
  - o right-click on the gold shield in the system tray - bottom right-hand side of screen,
  - o Open Symantec Antivirus
  - o Choose scan a floppy disk
  - o Make sure there is a check mark in front of "3 1/2 Floppy A:"
  - o Click on "Scan"
  - o Close the window, unless you have another disk to scan.
3. Send the student to me, as a last resort, as I may not be in the first place, or the second place, they look for me and they will waste class time.

As for printing, and when they do it, those rules are your choice. All of you might talk about a standard, to be consistent. And then, stand by the rule, whatever you decide. For instance: papers must be printed and ready to hand in at the beginning of the class when they are due. **PERIOD**. I suppose, in this scenario, they would need to take care of business early, perhaps advisory, or some other appropriate time.