

Software Policy

New York City Public Schools



1. Duplication of copyrighted software is prohibited, except for a single archival copy not to be used simultaneously with the original. Duplication of documentation is prohibited. The written permission of the publisher must be obtained to use the original software and its back-up simultaneously.
2. New York City Public School computers may not be used to illegally duplicate copyrighted software.
3. Software publishers must be contacted to obtain written permission and procedures for making back-up and multiple copies, other than a single archival back-up.
4. A license from the publisher is required to download or network programs to other microcomputers.
5. The use of illegally duplicated software, however obtained, is prohibited in all New York City Public school facilities.
6. The Principal of each school or the Director of each office is responsible for establishing practices to enforce this policy.
7. This policy must be posted conspicuously in every computer room, and next to computers that are available for staff and student use.
8. Violators of this policy will be subject to disciplinary action.