Welcome to the Davidson Fine Arts Design Lab.

All of us, staff and students alike, are very fortunate to have the opportunity to teach and learn 21st century life skills in a well maintained computer lab. I ask that you please take care of, and respect, the equipment and technology provided by our school and board of education.

The following rules and guidelines are meant to insure a quality learning and creative environment.

1. Please leave the design lab the way that you found it. If you bring it in, please take it with you.
2. NO FOOD AND DRINK in the lab. You are not allowed to bring a box lunch into the lab. If you do not have a lunch period, you will need to eat in a different class.
3. Computer and internet access is intended for educational purposes only. Please do not play games, stream music, videos, etc., unless otherwise allowed by your instructor.
4. Using computers for unauthorized purposes will result in a minimum of one hour of detention.

File Storage

Throughout this course you will create a variety of file types. It is your responsibility to store your work in a secure location. Classroom computers available to the entire school are not considered secure storage locations. I highly recommend that you store your work on a flash drive or cloud storage service. Cloud storage is more convenient and stable than small flash drives that are easily lost or left at home.

Every time you create a new file for this class, the file name should look like the following: LastName_FirstInitial_ProjectName. (ex. wiggins_t_pentutorial

Under no circumstances are you to save files on the desktop of any computer. Any files stored on the desktop will be deleted at the end of the day by the instructor or by DeepFreeze software. If you must save a file on the computer, the only safe location is under "Documents" inside a folder labled with your name.

On the PC's: D:Thawspace\My Documents
On the Mac's: Documents

Losing a file, is not considered an excuse for not turning in assigned projects.

School Cameras and Storage Devices (flash drives, SD cards, etc.)

If you are using a school supplied storage device or camera, it is very important that you move any files from devices at the end of each period or the end of the day so that your work is not deleted and others may use the device.

YEARBOOK: ANY IMAGES TAKEN DURING THE DAY MUST BE UPLOADED TO YEARBOOKAVENUE AT THE END OF 7TH PERIOD. IMAGES MUST BE CATEGORIZED AS THEY ARE UPLOADED.

Computer Settings

Lab computers are property of the Richmond County Board of Education. It is strictly forbidden to change any computer setting without permission from your instructor. This includes adding, deleting, and/or changing software, hardware, icons, shortcuts and desktop backgrounds.

Computer Login

PC computers: Johns123
Apple computers: johns