

PERSONAL CELL PHONE AND PERSONAL WIRELESS COMMUNICATION DEVICE USAGE

General Usage

Cell phone and personal wireless communication device (PWCD) usage includes, but is not limited to, texting messages, listening to voice mail messages, accessing the internet, downloading, accessing any type of personal information and/or taking pictures during classroom or clinical learning experience time.

While in the classroom setting or during a clinical learning experience, students are expected to use discretion when using cell phones and other PWCDs for personal matters:

- a. Cell phones and other PWCDs must be placed in silent mode and stored during classroom and clinical experience hours.
- b. Personal cell phones and PWCDs should only be used during breaks in such a manner that does not interrupt other students, faculty, agency personnel or clients, or others and is not disruptive to the learning environment.
- c. Personal calls are discouraged except in emergency situations.
- d. All personal cell phones and all PWCDs will be placed in the silent mode and stored during a testing situation.
- e. ATI policies and course syllabi may contain detailed guidelines on use of cell phones and PWCDs during examination/testing situations.

Emergency Usage

- a. A student must seek permission from the faculty prior to classroom or clinical learning time when there is an emergency situation involving their family or themselves that requires access to emergency communication. Otherwise, personal cell phones and PWCDs must be placed in silent mode and stored during classroom time and clinical learning experiences.
- b. If there are emergency situations known prior to an examination/testing situation, the student can give a department phone number to those needing to contact the student. This can be arranged with department support staff prior to the testing.

Blogging and Personal Websites

Students should use sound judgment when blogging on their personal websites:

- a. Students must maintain the University's or a clinical agency's integrity, reputation, brand identity and minimize actual legal risks.
- b. Blogging, personal websites and tweeting are not to be done during class or clinical learning experiences.
- c. When, on personal time, a student accesses his/her personal blogs, websites, or tweets, he/she should not discuss confidential class or clinical matters, client information, home addresses and personal information of theirs or others, or the University's or any clinical agency's business or financial information.
- d. Students cannot use blogs to harass, threaten or discriminate against students, faculty or staff of Indiana State University or any clinical agency.

- e. No photos, text or other image that is demeaning, belittling, or insulting to any person, the University, or any clinical agency may be used.
- f. If a student identifies himself/herself as an Indiana State University student, he/she must clearly state that the views he/she expressed are his/her own and not those of ISU.
- g. The ISU logo or trademarks can never be used.

Remember the Internet can be a great tool but you need to use **GOOD JUDGMENT** whenever you utilize these tools. You may be jeopardizing your future employment and create criminal actions against you that will follow you and become part of your future criminal background check.

These guidelines are intended to promote a professional and safe learning and clinical learning environment. Failure to follow the guidelines for cell phone and PWCD usage may lead to disciplinary action.