

# Your Eightfold Golden Rules

## **Computer is your precious friend**

If we look around us even in Nepal computer has become more and more part of our daily life. For example in Tashi Palkhiel computers help our settlement office to manage accountancy, to write letters and reports, to send e-mails etc! Computer has become a precious working tool in many fields. So learning about computer is gaining a precious knowledge for your future life!

## **Operate it with care**

Be gentle to your keyboard, monitor and CPU. They all are sensitive devices. Don't forget to put the dust covers after using them at the end of your class.

## **Monitor and report**

Be aware of messages, warnings and problems by using your computer and report every detail to your teacher in order to help maintain the installation.

## **Protect your lab against viruses**

Never use any floppy disk or USB stick from untrusted sources, like internet cyber. Only use programs authorized by your teacher in order to avoid any virus.

## **Use but save electricity**

When class begins switch on the PCs one after another and not at the same time, first the monitor then the CPU. By leaving don't forget to switch off your monitor. Be aware of UPS warnings: by quick peeping hibernate your PC immediately.

## **Try and be curious**

Always be curious and try out, this is the best way to become a computer expert. Feel free trying new applications/softwares without any risk of damage for the PC.

## **Enjoy learning computer**

Learning in pair with your classmate is more effective, develop your team spirit. Learn more by motivating your teachers to use computers in their subjects.

## **Respect your environment**

Don't eat or drink close to your computer, liquid or dirt can destroy the hardware. The harddisk of your PC is most precious: always shut down or hibernate before switching off your CPU in order not to damage it.

**Now future is at the tip of your fingers!**

