

TRC OVERVIEW

1. The TRC is a self-guided, student-led resource. All the information users need to fully utilize their TRC accounts is available on the site.
2. Participating schools are responsible for monitoring the content of their students' accounts. Global Academics highly recommends that students sign an Acceptable Use Policy (AUP) before using the TRC. An AUP template is available in the Tools section of the TRC under TRC Tools. Global Academics is not responsible or liable for any material uploaded or downloaded by anyone accessing TRC accounts.
3. The speed and success of uploading projects depends on the size of the projects, as well as the speed and capability of the network or broadband connection. Global Academics recommends that students save a back-up copy of their projects on the desktop, a CD Rom or flash drive in case the Internet at their school or home is not working when they need to access their projects.
4. To view and edit projects that have been uploaded to the TRC, users must work on a computer with the Microsoft application used to create the project (Word, Excel, Publisher, PowerPoint and/or FrontPage). Some resources on the TRC were saved as PDF files. To view these files, students will need a PDF reader on their computers. Users can download a free Adobe PDF Reader at www.adobe.com.
5. The TRC is tested every 48 hours. If you think something on the TRC is not working properly, the TRC administrator in your school should email trc@globalacademics.com.

Kindergarten–5th Grade Account Policies

1. Technology coordinators or classroom teachers are generally responsible for uploading students' projects. Students (and parents) use a guest password to access their individual accounts and view their projects.
2. Students' projects are deleted at the end of each school year. Schools have an opportunity to download and save students' projects before they are deleted.

6th–12th Grade, Teacher and Staff Account Policies

1. Students, teachers and staff upload their own technology projects. Parents use a guest password to access their child's account and view his or her projects.
2. Student, teacher and staff projects are maintained from year to year.
3. Graduating 12th graders have the opportunity to keep their accounts active after high school. The accounts of graduates who choose not to do this are deleted at the end of the year. Students will be given time to download and save their projects before accounts are deleted.