**1.7 I can describe any legal or local guidelines or constraints that apply to the task or activity**

**AUP**

An Acceptable Use Policy (AUP) is an important document which governs students' use of the internet at school and covers a wide range of issues surrounding the rights, responsibilities and privileges – as well as sanctions – connected with computer use.

**COPYRIGHT**

When searching the internet to add content to my work, I have always considered any content which required copyright permission, I have either avoided and searched similar alternative, or have referenced the author, where I used content which required permission.

Copyright must be taken seriously when using someone else’s work, otherwise there can be fines or in more serious cases, imprisonment.

**License**

One example of license is, Microsoft office, a licence is required, in order to use Microsoft office. I have had to purchase Microsoft office as my hardware did not include it.