

STATEMENT ON ACCEPTABLE USE - STUDENT

College IT facilities are to be used for coursework and research only. When using these facilities it is not acceptable to:

- ◆ Create or transmit any offensive, obscene or indecent images, data or other material
- ◆ Mistreat or tamper with equipment
- ◆ Introduce “viruses” into the system
- ◆ Remove, deface or tamper with equipment markings or labels
- ◆ Create or transmit material which is designed or likely to cause annoyance, inconvenience or needless anxiety
- ◆ Create or transmit defamatory material
- ◆ Infringe copyright
- ◆ Transmit unsolicited commercial or advertising material
- ◆ Access facilities or services without authorisation
- ◆ Waste staff effort or IT resources
- ◆ Corrupt or destroy your own or other users’ data
- ◆ Violate the privacy of other users
- ◆ Disrupt the work of other users
- ◆ Use the network in a way that denies service or access to other users (for example deliberate or reckless overloading of the system)
- ◆ Continue to use a piece of equipment or software after a member of the IT Department has requested you to stop using it
- ◆ Load software without the agreement of IT Support
- ◆ Play games



And, unless as part of your coursework it is not acceptable to:

- ◆ Load software or files
- ◆ Alter software or files
- ◆ Remove files
- ◆ Alter hardware or software settings
- ◆ Unplug or move equipment

Failure to comply with the above will result in withdrawal of access to IT facilities and disciplinary action being taken against you.

If you encounter faulty IT equipment in the college please notify your lecturer or the facility supervisor as soon as possible who will ensure appropriate steps are taken to rectify the fault.