

DCB Computer Acceptable Use Policies

Faculty, staff and students who use DCB computer facilities must assume the responsibility for using these resources in an appropriate manner. Misuse of computer facilities is considered a violation of state law and NDUS procedure 1901.2 as posted on www.dakotacollege.edu, and is subject to disciplinary procedures. Copyright infringements are also subject to disciplinary procedures.

All users of DCB computers and personal laptops on campus are therefore required to comply with the following:

1. Files, logins, usernames, passwords, and computer output belonging to an individual or to the institution are considered to be personal property. Users cannot examine, change, or use another person's files, or institutional files for which they do not have explicit authorization. Users can not use another person's login and password.
2. Obscene or offensive material cannot be viewed on a campus owned, or personal computer in public areas, or classroom settings. Obscene or offensive material cannot be sent through e-mail while on the campus network.
3. Users cannot deliberately attempt to degrade system performance or the network capability. Loopholes in the computer systems, knowledge, or special passwords shall not be used to damage a system or file, or to change or remove information in a system or file.
4. University owned computers, or network systems cannot be used for commercial purposes.
5. Unauthorized copies of copyrighted material cannot be created distributed, or knowingly utilized.
6. Reconfiguring the hardware arrangement of campus owned equipment by unplugging various cables and moving hardware will not be allowed.
7. Software downloads to student labs, and public-computer area machines are prohibited.

Individuals who violate these policies will be subject to the following disciplinary procedures depending on the severity of the offense:

- ∞ the first offense will be a verbal warning
- ∞ the second offense will be a written warning
- ∞ the third offense will result in the loss of access to the network on any campus-owned or student-owned computer.