

## **APPENDIX A** **SST-DISCOVERY Computer Use Policy**

The SST-Discovery is highly committed to providing students with a quality educational experience in all areas of the curriculum, including information technology. Computers and networks can provide access to resources on and off campus, as well as the ability to communicate with other users worldwide. Such open access is a privilege, and requires that individual users act responsibly. Our investment in computer software and equipment is substantial. In order to protect this investment and provide for the best education possible, all students using computers agree to the following:

Although SST-Discovery is a provider of a means to access the vast and growing amount of information available through electronic information resources, it is not a regulator of the content of that information and takes no responsibility for the content of information.

The computers and file servers are not to be turned on or off without explicit instructor permission. Inappropriate physical activity (including running, roughhousing, etc.) will not be tolerated in any lab or classroom where computer equipment is located.

No foods, drink, candy, or gum is allowed in the computer labs at any time.

SST-Discovery cannot be held responsible for damages caused by computer viruses.

Use of any school information system to access, download, print, store, forward, transmit, or distribute obscene material, pornography, or any other resource contrary to good behavior is a serious infraction and is punishable by civil, education, and school laws and regulations.

Misuse of computing, networking, or information resources will result in the loss of computing privileges and can be prosecuted under applicable statutes. Examples of misuse include, but are not limited to, the activities in the following list:

- Attempting to circumvent logon procedures, data protection schemes, or other security measures.
- Downloading files, installing software, attempting to modify or remove computer equipment, software, peripherals, or networks without proper authorization.
- Launching or installing on any computer or network a worm, virus, or other rogue program.
- Using a computer account that you are not authorized to use or obtaining a password for a computer account without the consent of the account owner.
- Attempting to access another user's electronic communications, or reading, copying, changing, monitoring, deleting, or tampering with another user's files.
- Using the computers to gain unauthorized access to any computer systems or interfering with the access of others to information systems.
- Academic dishonesty, such as using electronic communications to steal another individual's works or to otherwise misrepresent one's own work (plagiarism).
- Using information systems for any illegal or unauthorized purpose.
- Masking the identity of an account or machine.
- Using electronic mail to harass others.
- Accessing noninstructional game or chat sites.

I agree to abide by the above terms and conditions. I understand that any computer downtime and/or damages caused by me to computer equipment shall be my responsibility and I agree to pay the costs of associated repairs, including labor and parts. I also understand that any violation of this policy may result in the loss of my computer use privileges and/or the school may refer charges to law enforcement authorities for vandalism, criminal mischief, the collection of damages, or other legal recourse.

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(Student Name)

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(Student Signature)

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Date