

## **Acceptable Use Agreement — Student**

Salem Community College provides broad access to its computing, communications and information resources. These resources support the delivery of the College's academic mission and, accordingly, they must be used responsibly. These resources include, but are not limited to, the physical data communications network and all computers, printers, scanners and other hardware attached to that network, as well as all system software, access to the Internet and other communication tools.

**As a user of the computing, communications and information resources of Salem Community College, I understand and agree that:**

- Salem Community College's computing, communication and information resources are provided for the support of its educational and service goals and the use of such resources for any other purpose is prohibited.
- Students are to abide by this and all campus-wide computer use guidelines, along with any local, state, and federal law that may apply. College divisions or departments can enact additional guidelines specific to their need. All users are subject to both the provisions of these guidelines, as well as any guidelines specific to the individual systems they use.
- Students must not share their passwords, access codes or account names with others and will comply with any applicable password complexity requirement.
- Most software is operated under copyright from various software developers. This software is only to be used on campus for school related business. Any violation of the rights of a person or entity protected by copyright law, including, but not limited to, the unauthorized duplication of copyrighted software, is prohibited.
- Students are not allowed to install any software on any campus computer.
- Distribution of pornography or patently obscene material other than for authorized research or instructional purposes is prohibited.
- Student workstations are subject to monitoring. Computer screens, particularly those accessing the Internet, may be periodically viewed to monitor compliance with guidelines.
- Students found in violation of the College's computer use guidelines, including, but not limited to, the use of its resources for any unauthorized or illegal activity, such as the destruction or alteration of data, attempts to bypass security systems or obtain or alter passwords, disruption of service or any form of harassment of users, malicious introduction of a computer virus or any disrupting activity, are subject to proper disciplinary action, including, as required by law, the reporting of such activity to the appropriate authorities.
- Authorized College personnel may, while performing routine or investigative operations have access to data, including electronic mail, web browser information and any other personal or class data stored on College computers.

- Activities that place excessive strain on network resources, i.e. net radio or any other similar streaming media, along with online gaming are not allowed. Students may not use Salem Community College resources for conducting a private business or for personal financial gain. Paying College fees and making purchases from the SCC systems are examples of acceptable use. Students are encouraged to review all Salem Community College's computer guidelines at our web site <http://saalemcc.edu/it>. Access to our web site is available to all students at the Library and via the Internet.
- To ensure the integrity and reliability of computer and communications resources, students are encouraged to report improper use and violations of these guidelines.

Selected Examples of Unacceptable Use:

- Revealing passwords to others, allowing someone else to use your account, or using someone else's account to access resources.
- Unauthorized attempts to delete or alter others files or systems.
- Failure to comply with IT Guidelines.
- Attempting to defeat data protection schemes or to uncover security vulnerabilities.
- Connecting unauthorized equipment to the campus network.
- Harassing or threatening other users of the campus network.

By accessing Salem Community College computing, communication, and information resources, you agree to be bound by these terms. These terms are subject to change. Updated versions of this and other related documents will be made available at <http://saalemcc.edu/it>. If you do not agree with these terms, or with future changes to these terms, you must discontinue all use of applicable College resources. A violation of these terms may result in civil, criminal, or other administrative action.