

1.11.1 Computer Use Policy

As a user of Our Lady of the Lake College computer facilities, each student agrees to abide by the following provisions:

- The student agrees to abide by any patent or copyright restrictions that may relate to the use of computer facilities, products, programs, or documentation. Students agree not to copy, disclose, modify, or transfer computer programs/applications that they did not create, without the expressed consent of the original author. The student agrees not to use any Our Lady of the Lake College equipment or software to violate the terms of any software License Agreement, or any applicable local, state, or federal laws. Students further agree not to tamper with or in any way modify the equipment to which they have access.
- Students agree not to use Our Lady of the Lake College equipment or software for any form of private financial gain.
- Students agree to carefully and responsibly use any computer devices made available to them, and to recognize that they assume full responsibility for any loss, damage, or destruction of such devices caused by their negligence, misuse, abuse, or carelessness. Any problems should be reported immediately to the Coordinator of Administrative and Academic Computing.
- Users are prohibited from installing, storing or using unlicensed software on OLOLC computers. Transmission of such software over either the OLOLC or OLOLRMC network is prohibited.
- Students agree not to take any actions that constitute inappropriate behavior. The following list provides specific examples of inappropriate behavior, but is not intended to enumerate all possible instances:
 - ◆ Intentionally infecting the network server or other computers with a virus.
 - ◆ Sending harassing messages to other computer users either at Our Lady of the Lake College or through external networks.
 - ◆ Using inappropriate or abusive language to other users, students, faculty, or staff.
 - ◆ Engaging in any behavior that causes distractions to other users (e.g. radios, loud conversations, shouting, etc.)
 - ◆ Obtaining additional resources not authorized to individual user.
 - ◆ Depriving other users of authorized resources.
 - ◆ Acquiring access to unauthorized systems.
 - ◆ Utilizing another user's account and password.
- If a student becomes aware of any attempt to violate any portion of this agreement, he or she agrees to report the attempt to the Coordinator of Administrative and Academic Computing.

- Students understand that violation of this agreement will result in punitive action. Any decision made in regard to a violation may be appealed through proper channels as outlined in the Student Handbook.
- This agreement will remain in force as long as the student makes use of Our Lady of the Lake College computer facilities, equipment or services. The College may add rules, regulations, or guidelines relating to computer usage. Such additions will be posted on the OLOLC Website and prominently on bulletin boards in the public computer use areas. Students agree to either abide by such additional requirements or to inform the Coordinator of Administrative and Academic Computing that such additions are unacceptable to them.
- By using the computer accounts, equipment or facilities provided to them, students acknowledge and agree with the policies and procedures hereof.

(Revised August 5, 2002)