

UNIVERSITY COLLEGE BIRMINGHAM

INTERNET AND INTRANET POLICY

1. University Internet/Intranet Access

The University offers free access to the Internet (via JANET) to all authorised members of staff and enrolled students. The University reserves the right to refuse access to any staff member or student found to be in breach of these guidelines.

Staff

Access to the Internet is only allowed to members of staff who complete an 'IT Access Request Form', having read and agreed to the guidance notes on the reverse of the form. Staff PCs are not to be used by students at any time. Students must go to authorised areas.

Students

Access to the Internet is only to be given to enrolled students via PCs in designated student areas throughout the University.

2. General Guidance

The University receives its Internet and e-mail services via JANET (the UK's Academic and Research Network), and is committed to JANET's Acceptable Use Policy (<http://www.ja.net/services/publications/policy/aup.html>). It is, therefore, important that before you use the Internet services you are fully aware of its contents and implications. It should be noted that the University intends to log sites accessed by staff, which will be checked on a regular basis. The University will install software that will block sites that are considered inappropriate for staff to access during the normal course of their work.

All users are required to abide by the University Internet Access Policy as follows:

The use of any IP address or modification to the network configuration other than what is assigned by the University is prohibited.

Tampering with the network points, connected wiring, or any wiring and equipment in any room is strictly prohibited.

The use of University network resources, including Internet access, for illegal or unethical activities is prohibited, which includes, but is not limited to: using computers in a way that causes harassment or the display of false system messages, attempting denial-of-service attacks, degrading or restricting network access for others, exploiting security holes, circumventing security, or in any way gaining unauthorised access to any computing resources.

Any action, whether intentional or unintentional, that affects the performance of the network may result in disconnection until the problem is rectified.

The receipt, transmission, or use of software, data, or other intellectual property must observe all copyright laws, license restrictions, and policies. The University will fully comply with any investigations of violations and those responsible for such abuse will be held legally accountable.

Viewing or downloading any unauthorised or unlicensed software, copyrighted items including photographs, text, music and video or pornographic and/or obscene material from the Internet will lead to the immediate loss of access rights and disciplinary action taken.

The University has the right to monitor bandwidth consumption at any time and to limit or prohibit excessive bandwidth consumption.

The operation of any server-related applications or devices is prohibited, which includes, but is not limited to: web servers, e-mail servers, FTP servers, news servers, LAN servers, file sharing applications, establishing domain names, and the promotion of a commercial business in any form.

The University prohibits the participation in and the sending of junk or spam mail or any other similar mailings.

Network service may be intentionally interrupted from time to time for maintenance purposes. Unintentional interruptions may occur and the University will work to restore service as quickly as possible.

The University is not responsible for any losses or damages caused by service interruptions or other failures of network equipment.

These policies will be strictly enforced and the University reserves the right to disconnect users at any time for violation of the above policies.

Failure to comply with any of the above terms may result in the suspension of computer use privileges and disciplinary review under the appropriate procedures.