Ref. No. SSM/

Date : ....

Information Technology Policy of Surya Sen Mahavidyalaya

This policy provides guidelines for the appropriate and inappropriate use of the computing resources as well as information resources of Surya Sen Mahavidyalaya. It applies to all users of the college's computing resources including students, faculty, staff, alumni, and guests of the college. Computing resources include all computers, related equipment, software, data, and local area networks for which the college is responsible as well as networks throughout the world to which the college provides computer access.

All users must have proper authorization for the use of the college computing resources. Users are responsible for seeing that these computing resources are used in an effective, ethical, and legal manner. Users must apply standards of normal academic and professional ethics and considerate conduct to their use of the college's computing resources. Users must be aware of the legal and moral responsibility for ethical conduct in the use of computing resources. Users have a responsibility not to abuse the network and resources, and to respect the privacy, copyrights, and intellectual property rights of others.

In addition to the policy contained herein, usage must be in accordance with applicable college policies and applicable state and central government laws and most importantly with Indian Information Technology Act, 2000.

Policy violations generally fall into five categories that involve the use of computing resources:

1. For purposes other than the college's programs of instruction and research and the legitimate business of the college

2. To harass, threaten or otherwise cause harm to specific individuals or classes of individuals

3. To impede, interfere with, impair, or otherwise cause harm to the activities of others

4. To download, post or install to college computers, or transport across college networks, material that is illegal, proprietary, in violation of license agreements, in violation of copyrights, in violation of college contracts, or otherwise damaging to the college

5. To recklessly or maliciously interfere with or damage computer or network resources or computer data, files, or other information.

SURYA SEN MAHAVIDYALAYA

A Multi Stream Govt. Aided College & Recognised by UGC u/s 2(f) & 12(b)
(Affiliated to University of North Bengal)

ESTD. 1998

Dr. Pranab Kumar Mishra,
M.A (Gold Medal), M.Phil, LL.B, Ph.D, MA(PMIR)
PRINCIPAL

Ref. No. SSM/

Date : ....

As a member of the Surya Sen Mahavidyalaya campus network users, there are rules and policies which you must abide by to keep the network secure and available for all to use, and to maintain an atmosphere where all are welcome. Your use of the network connects you to the entire Surya Sen Mahavidyalaya community and to the world via the Internet, and therefore reflects on you and on the college.

Please take these responsibilities seriously and read this policy carefully, your use of the Campus network signifies your acceptance of this policy.

1. The campus network is to be used primarily for purposes of fulfilling the college's academic mission. It is intended to be used as a tool to enhance your education and is not available for unrestricted use for other purposes.

2. The college provides the campus network exclusively to you as a registered student. You are not permitted to share your account with anyone else.

3. Protect your account password at all times. You will be held responsible for all activities which occur with your account.

4. The campus network is a shared resource. Therefore, network use or applications which inhibit or interfere with the use of the network by others are not permitted. At times, network administrators may ask you to restrict your use of the network or not to use the network because of a temporary condition.

5. There are college standards for computer software and hardware that can be used on the campus network. Computers, network cards and network software issued by the Office of Information technology become the standard. Use of hardware or network software other than the college standard without permission is not permitted. You will be asked to remove applications that interfere with the operation of the Campus Network.

6. Campus LAN services and wiring may not be modified, tampered with or extended. This applies to all network wiring, network jacks and hardware. If you cause damage by modifying or tampering with network wiring, jacks or hardware, you will be held financially responsible for such damage and may be subject to disciplinary procedures.

7. Sending harassing or threatening messages, attempting to forge messages, crack passwords, or intercept data, and other malicious uses of the network are strictly forbidden by college computer usage policies.

Principal
Surya Sen Mahavidyalaya

PRINCIPAL
SURYA SEN MAHAVIDYALAYA
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