# Acceptable Use of College Computer and Network Systems by Students [1]

**Introduction**
Information Technology Services (ITS) publishes this policy guiding the acceptable use of college computer and network systems in order to inform all students of the college of their rights and responsibilities. This is not intended to impose restrictions that are counter to the Canisius traditions of openness, trust, and integrity. Rather, we seek to avoid harm to the College, its reputation, and its students from illegal or damaging actions by individuals.

**Scope**
This policy applies to all enrolled students at Canisius College, at both the undergraduate and graduate levels. This policy applies to all College-owned or College-leased equipment, as well as personally-owned equipment connected to the Canisius computer network.

**Acceptable Use [2]**
Canisius College computer and network systems are intended for use in College-related research, instruction, learning, enrichment, and administrative activities. The College expects students to use electronic resources in a lawful and responsible manner consistent with the College's mission of education, research, and service. Personal use of these services shall not violate any College practice or policy.

Users are expected to adhere to reasonable and necessary security habits when using College resources. These habits include:

- Keeping account information, including passwords, confidential;
- Logging out of public computers after use;
- Running College-approved antivirus and antispyware software;
- Installing operating system updates when prompted;
- Using caution when opening email attachments and other unexpected data; and
- Adhering to the standards of outside resources accessed from the Canisius network.

**Privacy and Personal Use**
Since the College's communication systems are the property of the College, all communications are subject to review by appropriate and authorized College Personnel at any time. Data may be retained in backup systems, even after its apparent deletion.

Students should be aware that personal privacy in their use of the College's communication systems or information sent to or from, or stored in, the College's communication systems cannot be guaranteed in the event of legal or disciplinary proceedings.

If it appears that the integrity, security, or functionality of the College's network and computer resources are at risk, Canisius College reserves the right to take any necessary action to investigate and remediate the problem. This action may include monitoring network activity or viewing user-generated files. In such cases, a written report of the findings will be forwarded to the appropriate College officials.

Students are responsible for exercising good judgment regarding the personal use of College computing resources. If there is any uncertainty regarding appropriate use of network or Internet resources, students should consult with the ITS Help Desk.

**Unacceptable Use**
Under no circumstances shall a student of Canisius College:

- Engage in any illegal activity using College equipment;
- Engage in any activity contrary to College policy using College equipment.
- Introduce malicious software into the campus computer network;

- Reveal account information or allow the use of College computer resources by people outside of the Canisius community;
- Attempt to breach, disrupt, eavesdrop on, or otherwise tamper with network communication;
- Access a system or resource using another user's account information;
- Use College equipment or network resources to violate intellectual property laws;
- Use Canisius equipment or network resources for personal commercial or for-profit activities; or
- Use Canisius equipment or network resources for viewing or exchanging pornography.

**Enforcement**
Any violation of this policy will be subject to disciplinary action by the Dean of Students.