

Administration

INTERNET USE - TERMS AND CONDITIONS

SR 2115.03

Purpose: To set forth guidelines for appropriate student and staff usage of Internet and electronic mail resources.

Timeline: Ongoing; daily

Acceptable Use - Access must be in support of education and/or research and must be consistent with the educational objectives of the community. Using other organization's network or computing resources must comply with the rules appropriate for that network.

Privileges - The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The MCOE system administrators will deem what is unacceptable use and their decisions are final. Also, the administrators may close an account at any time, as required.

ACCEPTABLE/UNACCEPTABLE USE

1. Any use for illegal, inappropriate, or obscene purposes, or in support of such activities, is prohibited. Illegal activities shall be defined as a violation of local, state, and/or federal laws. Inappropriate use shall be defined as a violation of the intended use of the network, and/or purpose and goal. Obscene activities shall be defined as a violation of generally accepted social standards for use of a publicly-owned and operated communication vehicle.
2. Use for commercial purposes, including personal gain, is prohibited.
3. Copying materials in violation of copyright law is prohibited.
4. Use for product advertisement, religious advocacy, or political lobbying is prohibited.
5. Transmitting a message with someone else's name or authority or using someone else's account, and sharing of an individual account or password is prohibited.
6. Employee accounts are not family accounts and are for employee use only.
7. No use shall serve to disrupt the use of the network by other users.
8. Any user's traffic that traverses another network may be subject to that network's acceptable use policy.
9. Behavior that might damage computers, computer systems, computer networks, or data (e.g., loading files that might introduce a virus, compromise security or introduce malware, etc.) is prohibited.

From time to time, MCOE will make decisions on whether specific uses are consistent with this policy. The MCOE shall remain the final authority on use of the network and the issuance of user accounts.

We reserve the right to modify this policy at any time. Users will receive prompt notification of all modifications.

SECURITY

Security on any computer system is a high priority especially when the system involves many users. Any security problem should be brought to the attention of the system administrator. Do not demonstrate the problem to other users. Do not use another individuals' account. Attempt to log in as a system administrator will result in immediate cancellation of user privileges.

MENDOCINO COUNTY OFFICE OF EDUCATION

Date Adopted: 07/01/2009

Date Revised: