

COLLEGE OF EASTERN IDAHO
Computer Usage Policy

COMPUTER USAGE FEE

The computer usage fee gives students access to an account on a CEI network server, an email account, and access to campus printers.

ACCEPTABLE USE OF COMPUTING RESOURCES

CEI students are authorized to use computer/network resources for course related work and other educational purposes only. Use of CEI resources for other than educational purposes, especially for commercial or contract purposes, will result in the possible suspension or removal of the student's user account.

As an authorized user, you are responsible for the security and use of your computer accounts. You accept full responsibility for your accounts and all activity performed on college computing resources.

The full text of CEI computer policies can be found in the CEI Policy & Procedures Manual online. Referenced documents include the Governors Executive Order 2005-22, Policy 307 Computer Usage, Policy 308 Software Policy, and Policy 309 Computer and Network Security Policy.

MISUSE OF RESOURCES

CEI reserves the right to inspect all information stored on CEI computers, including programs, data, and mail. CEI reserves the right to limit or deny access to anyone using CEI Resources when privileges are abused.

Examples of system misuse include, but are not limited to:

- Unauthorized copying or distribution of CEI-provided system and applications software;
- Use of another individual's account, or sharing of accounts;
- Attempting to inspect or copy another user's programs or directory without permission;
- Playing online games or interactive chatting;
- Deliberately trying to damage system software or hardware;
- Failure to cooperate with CEI staff;
- Any attempt to create or import a program which circumvents system security or compromises data integrity;
- Sending/displaying defamatory, harassing, pornographic, obscene, or patently offensive materials prohibited by the Communications Decency Act of 1996 and other local, state, or federal law.
- Unauthorized copying, sending, or receiving of copyrighted or trade/service marked materials is strictly prohibited.

PRINTING

Effective Fall 2020, students will be allowed to print a maximum of 500 pages per semester to network printers (see Student Printing Policy). Copies may be made in Creative Services or the library

Examples of unauthorized printing include, but are not limited to:

- Personal letters, signs, and/or advertisements
- Documents related to one's own business
- Personal legal documents
- On-line manuals

MONITORING AND DISCIPLINARY ACTION

The Information Technology Division monitors the use of computer systems and will contact individuals discovered to be hindering normal operations. It is not appropriate to use any resources in ways that are detrimental to the normal operation of any computer system(s) or its users.

Violation of any part of the Computer Usage Policy will result in disciplinary action in accordance with the *CEI Student Handbook* and/or applicable federal, state, or local laws, regulations, or policies.



I agree to abide by the terms and conditions as stated in this policy

Signature

Printed Name

Date