Policy title	Category
Computer Technology Use Policy	Administration Human Resources Information Technology
Owner CS/IT	**Approved by** Ad Council

Purpose of this policy

This policy outlines the appropriate and approved use of NWU computer property and technology including access any electronic files or e-mail or other electronic communication on its systems for all employees, students and guests on campus.

Application of this policy

This policy applies equally to students, faculty, staff and guests on campus.

Policy statement

While NWU respects the privacy its community members, safety, liability, and business concerns may require NWU to access any electronic files or e-mail or other electronic communication on its systems. All materials on or in NWU computers are the property of NWU and accessible by NWU administration. This policy applies equally to students, faculty, staff and guests on campus.

Any hardware or software purchased with NWU funds, including but not limited to NWU professional development funds or Student-Faculty collaborative research funds, are the property of NWU and must be returned after the completion of the student's degree or the employee's employment.

NWU Computing Resources

For purposes of this policy, the phrase NWU Computing Resources means any device, network, technology, or software made available to you by NWU, either for a charge or at no additional cost, including but not limited to wireless networks services, printers, audio visual technology, NWU laptops, workstations, mainframe computers, classroom and grading software, and office suite software such as word processing, spreadsheet, and presentation software provided by NWU.

What can you do?

* You may use NWU Computing Resources for activities relevant to your role at NWU.

* You may use NWU Computing Resources for academic and educational purposes, including involvement in professional organizations.

* You must use NWU Computing Resources in an ethical and responsible manner and respect the rights and members of the NWU community and the larger internet community.

* You may use NWU Computing Resources only while you are a currently enrolled student, an employee, or a faculty emeritus of Nebraska Wesleyan University, or as a participant in an on-going program of the University.

* You must abide by all security restrictions on NWU Computing Resources.

What you cannot do?

* You may not allow another person to use your username and password, nor use another person's username and password, to access NWU computing resources.

* You may not use NWU computing resources to support or advocate any commercial, political, or nonprofit organization without the written permission of the NWU Administration.

* You may not use NWU computing resources for any illegal or deceptive purpose including, but not limited to, unauthorized copying of software.

* You may not violate other NWU policies, including but not limited to policies against the harassment of others, in your use of NWU computing resources.

* You may not be wasteful of NWU computing resources, use them unfairly, or disrupt their intended use.

* You may not intentionally damage NWU computing resources.

* You may not use NWU computing resources for unauthorized access to other

resources.

* You may not attempt or commit any criminal act using NWU computing resources.

* You may not use NWU computing resources to violate the intellectual property rights of others, such as illegal downloading of information or files.

* You may not access Tor, I2P, hidden services, "the dark Web," or similar services designed to obscure your identity or location.

* You may not install any software on a NWU device without the approval of NWU.

* You may not attempt to defeat or circumvent any security measure implemented by NWU.

What happens if you don't comply?

* Failure to comply with these guidelines will result in disciplinary action according to standard University policies and procedures.

* The Code of Student Conduct includes as conduct subject to disciplinary sanctions that relating to theft or other abuse of University computer resources.

Last revised date
June 14, 2021