

ASANSOL ENGINEERING COLLEGE



Vivekananda Sarani, Asansol,
West Bengal, 713305

IT POLICY

Computers, E-mail & Cyber policy:

Academic computing is considered as a vital tool in the educational experience. Computer access is a privilege extended to all students and members of the administration, faculty, and staff at the College/Institutions. All students are responsible for knowing Library and Information Services (LBIS) policies on computer use. All students are given computing accounts, including Internet access, which may be used at stipulated time without charge. The following policies are in place to maintain control and availability to the community at large.

1. Users of AEC computing systems are not charged for their use of the systems. The Institutions provides reasonable supplies of expendable resources. Charges may be levied for unusual consumption of supplies, such as paper, or for access to commercial services over the network. Students are expected to provide their own diskettes/CD for data storage.
2. Never use any College computer account other than your own.
3. Never lend your account to someone else. You are fully responsible for anything which happens through access to your account.
4. Do not access files other than your own, unless you have specific permission to do so. This includes any effort to obtain root access to the campus computer network.
5. Do not use computing resources for any activity which may intimidate, harass or threaten others.
6. Do not use College-provided computing resources or facilities for profit-making purposes.
7. Do not use College-provided computing resources to invade or alter private records, data, or communication belonging to individuals, to the Institute/College, or to others.
8. Do not waste computing resources, either tangible such as printer paper, or "soft" resources such as time or access to terminals.
9. Unauthorized copying of software is illegal. You may not use or store pirated software on any College computing system. Library and Information Services (LBIS) staff members will not help you solve problems with unlicensed software.
10. If you violate computer and network use policies, LBIS may temporarily or permanently suspend your use of college computing facilities, accounts, and/or resources. Repetitive or particularly egregious violations will be referred to the dean of students or divisional head for disciplinary action