

GUIDELINES For Computer Network and Internet Access

As part of STEM Summer Camps, the Griffiss Institute (GI) is offering students access to the computer network and the Internet (referred to collectively as “Network”.) This access is designed to enhance the student’s educational experience by giving them the opportunity to conduct research thereon and communicate with others who have similar connections locally and around the world. In order to promote efficient and appropriate use of this resource, there are certain rules that students must follow.

- A. All Network users must use legally-acquired computer resources (e.g. software, networks, databases, etc.) when operating on the Network.
- B. GI personnel shall monitor the use of Network resources by students to promote the appropriate use thereof.
- C. The GI reserves the right to examine all personal electronics files in order to promote compliance with this regulation and with local, State, and/or Federal laws.
- D. It shall be each individual user’s personal responsibility to recognize and honor the intellectual property of others (e.g. copyrights, software licenses, etc.)
- E. It shall be each individual user’s personal responsibility to be aware of the potential for and possible effects of manipulating electronic information and to verify the integrity and authenticity of information that he or she compiles or uses.
- F. Each individual user is responsible to respect and value the rights of privacy for all; to recognize and respect the diversity of the population and the opinions of other Internet users; to behave ethically; and to comply with legal restrictions regarding the use of information resources. Accessing or disseminating information that is illegal, defamatory, abusive, racially offensive, and/or adult-oriented will be deemed a violation of this regulation which could result in disciplinary and/or legal action against the violator.
- G. Each individual user is responsible to refrain from acts that waste resources or prevent others from using them. These acts may include, but are not limited to, commercial advertising, mass mailings for other than educational purposes, political fundraising, and other activities that detract from the educational mission of the institution connection.
- H. No user shall intentionally develop programs that harass others, infiltrate computer systems, or damage hardware or software.
- I. It shall be considered a violation of this regulation for a user to attempt to circumvent any computer security measures imposed by the GI on the Internet. It shall also be considered a violation to obtain passwords belonging to others, to represent oneself as another user, and to attempt to ascertain security access codes, etc.

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- J. The GI reserves the right to terminate any student's access to the Network at any time, without prior notice, completely at the GI's discretion.

Consequences for Violating Internet Access Policy and Regulation

- A. In cases where the responsibilities of an individual for operating the Network connection are suspected of not being met, the involved user(s) shall have his/her Network connection rights immediately suspended at the discretion of the GI.
- B. Suspected misuse of the Network connection shall be immediately reported to the GI. The GI Representative will, in turn, notify the parent(s) if the suspected misuse involves a student and review the specifics of the case. After reviewing the details of the case, the GI will determine the final disciplinary or legal action to be taken.

Parental Notification

Parents shall be notified that students will have access to the Network, to warn them of potential abuses thereof, and to advise them of the consequences associated with that misuse.

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COMPUTER NETWORK AND INTERNET ACCESS PARENTAL NOTIFICATION

- I. We are pleased to offer students of the Cyber Security Summer Camp access to the GI network and the Internet.
- II. Access to these resources will enable students to explore thousands of libraries, databases, and bulletin boards while exchanging messages with Internet users throughout the world. Families should be warned that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate or potentially offensive to some people. While our intent is to make this access available to further educational goals and objectives, students may find ways to access other materials as well. We believe that the benefits to students from this access, in the form of information resources and opportunities for collaboration, exceed any disadvantages.
- III. Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity, to ensure that users are using the system responsibly and to check their contents. Users should not expect that files stored on GI Network will be private.
- IV. The following are not permitted:
 - A. Sending or displaying offensive messages or pictures
 - B. Using obscene language
 - C. Harassing, insulting or attacking others
 - D. Damaging computers, computer systems or computer networks
 - E. Violating copyright laws
 - F. Using another's password
 - G. Trespassing in another's folders, work or files
 - H. Intentionally wasting limited resources
 - I. Employing the network for commercial purposes

Violations may result in the loss of access as well as other disciplinary or legal action.

I certify that I have read and understand the Computer Use Policy and I have reviewed this with my child.

Parent's Name

Child's Name

Please submit this form by clicking in the submit button located in the purple bar at the top of the screen.

Contact Tracy DiMeo, tdimeo@griffissinstitute.org, if you have any questions.