Network Lite Fair Usage and Security Policy

Effective September 2019 to Present

STUDENT REGULATIONS AND POLICIES

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Network Lite Fair Usage and Security Policy

Please read this document carefully

What is Network Lite?
Network-Lite is a dedicated wired network providing internet connectivity to students in the University's halls of residences and a number of privately owned student halls. Students are able to register PC's, Macs, laptops, gaming devices and smart TV's to run on this network.

Users of this network must ensure that their machines have current anti-virus software running and Microsoft security patching enabled in order to keep them safe. (The LIS Customer Support Team can provide advice regarding anti-virus software). The University's IT team monitor all traffic across this network and have the right to block any misuse.

Why LIS has this Policy
This policy is designed to make sure LIS can give Users of Network Lite, a service that is fast and reliable. The policy is also designed to limit exposure to legal risk to the user and UCLan arising from use of the Network Lite service.

What Happens if this Policy is Breached?
If any use of the Network Lite Service constitutes a breach of this Policy, LIS may, at its sole discretion,
   a) Give the user notice to stop the unacceptable use(s),
   b) Suspend service for a fixed period or
   c) Terminate your connection entirely (with or without notice as LIS considers appropriate).

A user may appeal against a decision imposing one or more of the above sanctions. Any such appeal must be made in writing within 5 working days of the imposition of the sanction and must be accompanied by relevant evidence to support the appeal. The appeal will be considered by the Director of LIS or their nominee, who may seek clarification or ask questions of any member of staff and/or the User where appropriate.

The decision of the Director of LIS, or their nominee shall be final.

Computer Security
Users are responsible for the security of their computer while connected to the Network Lite service as follows
   • Security patches must be applied
   • Appropriate anti-virus and anti-spyware software must be installed and set to update automatically

Users must not knowingly or negligently download any electronic material containing a virus, trojan or other computer program known or likely to interrupt, impair, damage, destroy or limit the functionality of any computer software, hardware or telecommunications equipment owned by UCLan or any other Internet user or person.

LIS accepts no responsibility for the potential consequences of users failing to employ adequate security measures on their computers while connected to Network Lite.

Downloading Software
The downloading and installation of software and other resources from the Internet is done entirely at a users own risk. LIS is not responsible for any unwanted effect on a users computer that may result from doing so.
It is the users responsibility to comply with the laws of copyright and to abide by any software license agreements that may apply.

What can Network Lite <u>NOT</u> be used for?
The Network Lite service must not be used for

- Any unlawful, criminal, fraudulent or otherwise illegal purposes or activities
- Activities which breach the rights of any third party, such as the downloading, streaming or distribution of any copyrighted material of any kind
- Collecting, streaming, distributing or accessing any material that you know, or reasonably should know, cannot be legally collected, streamed, distributed or accessed
- Creating wireless hot spots
- Allowing a users connection to the Network Lite service to be shared or used by
    a) Any person not authorised by LIS to use the service
    b) Any person currently suspended or barred by LIS from using the service
- Commercial use either self-employed or on behalf of an employer
- Sending or uploading unsolicited emails, advertising or promotional materials, offering to sell any goods or services, or conducting or forwarding surveys, contests or chain letters
- Attempting or accomplishing access to any computer system, network or account without consent or otherwise where such access is not intended for you
- Viewing, modifying or otherwise tampering with any data or system without owner's consent or where it is otherwise not intended you should do so
- Probing the security of any computer system, network or account
- Impairing the function of, or interfering with the proper operation of, the Network Lite service or any other computer system or network in any manner

- Consciously acting to harass, cause annoyance, anxiety or inconvenience to, invade the privacy of, or disrupt the activities of other users of Network Lite or users of any other computer system in any manner

Excessive Network Usage?

The vast majority of users of the Network Lite service will not have a problem under this Fair Usage Policy.

However, if it is felt that a users Internet activities are excessive, LIS may enquire and ask the reasons for such high activity. Users may be given a written warning (by email or otherwise). If the levels of activity do not immediately decrease after the warning, LIS may suspend a users connection for a fixed period of time. In extreme circumstances, LIS reserves the right to terminate a users Network Lite services.

Monitoring Network Usage

Network usage is logged and the University reserves the right to monitor and access any information on the IT Facilities or on equipment connected to the IT Facilities or on computer media used with the IT Facilities for any of the following reasons:

- Record keeping purposes
- Checking compliance with the University's regulations and procedures
- Preventing or detecting crime
- Investigating or detecting the unauthorised use or misuse of the IT Facilities
- Checking for viruses and cyber attacks
- Reasonably dealing with other threats to the IT Facilities