

IT Fair Use Guidelines

Student use of Discovery College IT equipment is authorised only to support educational courses in accordance with our Acceptable Usage guidelines below.

Transmission of any material in violation of any United Kingdom or other national laws is prohibited. This includes, but is not limited to, copyrighted material, threatening or obscene material or material protected by trade laws. If any UK law or the Computer Misuse Act 1990 is breached, then a student is likely to have the matter referred to other authorities including the police. The Computer Misuse Act 1990 identifies three specific offences:

- Unauthorised access to computer material (that is, a program or data).
- Unauthorised access to a computer system with intent to commit or facilitate the commission of a serious crime.
- Unauthorised modification of computer material.

Acceptable Usage Guidelines

Students are expected to abide by the generally accepted rules of etiquette and IT usage. These rules include, but are not limited to, the following:

Be Polite: Never send or encourage others to send abusive messages. Respect the rights and beliefs of others.

Use Appropriate Language: Never swear, use vulgarities or any other inappropriate language. Illegal activities of any kind are strictly forbidden.

Privacy: Do not reveal any personal information about yourself or any other students. Never transmit personal information to parties outside of Discovery College without explicit authorisation of your Tutor.

Passwords: Do not reveal your passwords to anyone. If you think someone has obtained your password we recommend changing it as soon as possible. Always use the 'log out' feature of apps and websites to protect your account information from being cached by internet browsers.

E-Mail: Electronic mail is not guaranteed to be private. Messages relating to, or in support of, illegal activities may be reported to appropriate authorities.

Plagiarism: Do not copy others work and imply that it is your own. Plagiarism leads to formal action, up to and including, withdrawal from examinations and qualifications.

Disruption: Do not use the network in any way that would disrupt the use of services by other users.

Abuse: Do not deliberately visit, view or download material from any website containing pornographic, abusive, racist, violent, offensive or illegal content.

Security: Do not deliberately try to circumvent Discovery College security systems. These are used to ensure the protection of our equipment and your own safety.

If you have any concerns about another person's behaviour when using our equipment, please report them to a staff member.