



IT POLICY

Introduction

The purpose of this policy is to establish guidelines regarding the usage of electronic gadgets inside the campus.

The policy

1. Faculty, staff, and students may use the computing facilities for academic purposes and for personal purposes so long as such use it
 - Does not violate any law, VJEC policy or IT act of the Government of Kerala/India.
 - Does not interfere with the work of an academic nature.
2. Only laptops are permitted in the campus for personal use with prior registration with the competent authority. No other gadget which can communicate with outside world or other devices is permitted in the campus for the personal use by students.
3. Users of laptops shall connect only to the official VJEC network for wireless access.
4. Users should not use college computers or network resources to attempt to gain unauthorized access to any other computer or network, to circumvent file protection or to uncover security loopholes.
5. Recreational downloads and peer to peer connections are banned.
6. Any attempt to spread virus or malicious code through VJEC network will result in serious disciplinary action.
7. Attempts to gain unauthorized access to machines or computer records to monitor other individuals' computer or network use or to attempt to obtain their passwords, to which the user is not entitled, are prohibited.
8. College reserves the right to monitor all the online activities of the students and log files of their activities are maintained as per legal requirements.
9. All the staff members are empowered to examine the contents of the storage devices brought to the campus by the students.
10. Any unauthorized electronic gadget brought to the campus shall be confiscated and shall be returned only after the completion of the course.

Chairman.

Submitted to The chairman for approval

[Signature]
5-8-2013

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