

Communications, Information and Learning Technology (CILT) Network User Agreement

The Franklin College network gives access to applications, educational software, e-mail and the Internet. Appropriate use of such shared resources is invaluable for learning and work, preparing students for future employment and higher education.

Students can access their personal information, including timetable and other learning information, through the Student Portal. This can be accessed from any College computer desktop, or remotely through the College website at www.franklin.ac.uk. Every student is given a College email address. We will use this email address to send you important information throughout the year, so please check it regularly. College email can also be accessed through the Student Portal from any College computer, or remotely through the College website.

Learning resources, presentations, information from lessons and hints and tips on study and revision can be obtained through the College's virtual learning environment (VLE) - Moodle. Moodle can be accessed through the Student Portal from any College computer, or remotely through the College website at www.franklin.ac.uk.

Franklin College reserves the right to monitor and limit your usage of the College network and the internet and email. This is for the purpose of virus protection and compliance with this CILT Agreement and other relevant Statutory Acts as well as to ensure the quality of service for all.

Franklin College requires a user agreement to protect its professional integrity and reputation as a provider of high quality education, training and student support. The College will endeavor to prevent access to known offensive sites whenever possible and educate users in the correct use of the Network and the Internet.

The College provides a College wide WiFi network which can be used by all students with their own devices. The College WiFi is subject to the same monitoring as the College network and Internet connection.

Users are held accountable for their actions. Users who contravene the user agreement will be liable for their actions and removal of network privileges. Serious offences may result in suspension or permanent exclusion from the College. All users must sign this agreement to gain access to the College Network.

User Responsibility

You shall:

- use the Network for educational and research purposes only
- determine whether the information you view and access complies with your needs
- determine whether you have adequate legal rights to store, reproduce or otherwise make use of the information in the manner intended by yourself

- comply with all legal obligations - not limited to obligations imposed by copyright, secrecy, deformation, decency and export laws
- Isolate information, execute anti-contamination software and otherwise take steps to ensure that information of a contaminated or infected type will not damage your own or the Franklin College system.

The following are examples of activities that are not permitted:

- use of another user's password
- sending, displaying or viewing offensive messages or pictures
- using obscene or offensive language
- harassing, attacking or insulting others by electronic means
- interference with the Network computer settings
- use of the Network for playing games
- use of the computer system for social networking

- violation of copyright laws

- intentionally wasting limited resources

- use of the Network for commercial purposes without written permission from the College
downloading or installing of commercial software, shareware or freeware onto computer drives, discs or memory sticks, without the permission of the Network Manager.

- use of the Joint Academic Network (JANET) through which the college obtains its internet connection is also governed by the JANET Acceptable Use Policy. A copy of the JANET acceptable use policy is available here: <https://community.jisc.ac.uk/library/acceptable-use-policy>

Should you encounter examples of the above by accident you should report it to a member of the College CILT staff immediately by contacting the Help Desk in room 96 either in person or on 01472 875 000 ext 888. Any questions relating to the above information should be directed immediately to the Network Manager.

You will be required to electronically sign this agreement when you first access the college network.