

Conditions for using Information Technology Facilities

Summary

The following is a very brief summary of the main points of the IT regulations and is suitable for login splash screens and web pages detailing other regulations and guidelines.

You are expected to be familiar with the full [Conditions for using Information Technology Facilities](#), which are available in the Policy Zone on StaffNet.

- **Governance**

Don't break the law, do abide by the University of Aberdeen's regulations and policies, and do observe the regulations of any third parties whose facilities you access.

- **Identity**

Don't allow anyone else to use your IT credentials, don't disguise your online identity and don't attempt to obtain or use anyone else's.

- **Infrastructure**

Don't put the institution's IT facilities at risk by introducing malware, interfering with hardware or loading unauthorised software.

- **Information**

Safeguard personal data, respect other people's information and don't abuse copyright material. Remember that mobile devices may not be a secure way to handle information.

- **Behaviour**

Don't waste IT resources, interfere with others' legitimate use or behave towards others in a way that would not be acceptable in the physical world.

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| Title | Conditions for using IT Facilities (and Summary, and Notes for Guidance) |
| Author/Creator | IT Services |
| Owner | <ul style="list-style-type: none"> • Garry Wardrope, IT Security Manager, IT Services • Policy approved by Information Management Committee 20 March 2000 • Policy accepted by Senate 14 June 2000 |
| Date published/approved | September 2015 |
| Version | <ol style="list-style-type: none"> 1. March 2000 2. May 2001, 2.2 December 2005, 2.3 May 2007 3. August 2012, September 2015 |
| Review date | September 2016 |
| Audience | Staff, students and other users of UoA IT Facilities |
| Related | <ul style="list-style-type: none"> • Conditions for using IT Facilities 'Notes for Guidance' and 'Summary' • Guidelines for Personal Use • Code of Practice for Electronic Publishing • Network Connection Policy • JANET Acceptable Use Policy (external) • Disciplinary Procedure (HR) • Data Protection Policy (HR) • Information Security Policy (HR) |
| Subject/Description | This policy covers the use of all IT facilities administered by the University of Aberdeen, including use at the University's property and/or use through any networked links to the University's IT facilities. |
| Equality Impact Assessment | - |
| Section | IT Services |
| Theme | IT, facilities, computers, peripherals, networks, software, data, email, security, performance, accessibility, data protection, JANET, remote access, access |