

The college is providing email and computer access to all students to support your instructional, cultural, and research activities associated with the courses that you are currently enrolled in. By accepting this policy, you agree to the general provisions of all responsible computing policies adopted by the College. Users also agree to follow acceptable use policies established by individual computing labs and network systems and to obey directives issued by authorized College personnel supervising such labs and systems. The activities associated with your computer use need to follow the broad principles established in the Santa Monica College Responsible Computer Use policy. They include carrying out SMC course assignments and activities requiring access to and use of electronic mail and other campus computing facilities and systems. Computing is a privilege to all students at Santa Monica College. As such, you are held accountable for your actions as a condition of continued membership in the College community. By using your account, you acknowledge and agree to abide and conform to the following responsibilities:

1. SMC computers and networks are to be used primarily for college-related research, instruction, learning, distribution of scholarly information, and administrative activities;
2. Users shall not attempt to modify any system or network or attempt to crash or hack into college systems. They shall not tamper with any software protections or restrictions placed on computer applications or files. Unless properly authorized, users shall not attempt to access restricted portions of any operating system or security software. Nor shall users attempt to remove existing software or add their own personal software to college computers and systems unless properly authorized;
3. Users shall use only their own designated computer accounts. Accounts are non-transferable: users shall not use another individual's ID, password or account. Users should respect the privacy and personal rights of others and not access or copy another user's email, data or other files without permission;
4. Users are responsible for their own computer account(s). They should take precautions against others obtaining access to their use;

5. Users are responsible for using software and electronic materials in accordance with copyright and licensing restrictions and applicable college policies. Individuals using SMC's computing resources are required to abide by all applicable copyright laws and licenses. Both College policies and the law expressly prohibit the copying of software that has not been placed in the public domain and distributed as "freeware " and use appropriate precaution to protect their own privacy. "Shareware " users are expected to abide by the requirements of the Shareware agreement. SMC equipment may not be used to violate copyright laws or license agreements. No one may inspect, change, copy or distribute proprietary data, programs, files, disks or software without the proper authority;
6. Users should remember that information distributed on SMC computers and networks uses college resources and thus represents SMC and not just an individual. Even with appropriate disclaimers, the College is represented by its students, faculty and staff, and so appropriate decorum is warranted;
7. The College will honor the privacy of individual users, but reserves the right to monitor communications and/or usage when there is just cause, e.g. to remove or compress inappropriate or large files, to investigate user directories and files which may cause or be affected by a system problem;
8. Due to the open and decentralized design of the Internet and networked computer systems in general, SMC cannot protect individuals against the receipt of material that may be offensive to them Those who use electronic computing on campus are warned that they may receive material that is offensive to them. Likewise, individuals who use email or those who make information about themselves public on the Internet should know that SMC cannot protect them from invasions of privacy.
9. SMC reserves the right to terminate all accounts and files associated with students who are no longer currently enrolled and taking classes.

Because access to email and computing facilities and systems is a privilege, violation of responsible computer use policies will have consequences. Specifically,

1. Authorized computer system supervisors may resolve informally unintentional or isolated violations of use policies through email or face-to-face discussion and education with the user or users concerned.

2. However, repeated violations or misconduct can result in the temporary or permanent loss of computer access privileges or the modification of those privileges. Violations include but are not limited to unauthorized use of computer resources, attempts to steal passwords or data, unauthorized use or copying of licensed software, harassing communication or threatening behavior. Policy violations by students will be handled in accordance with the disciplinary processes described in the Student Code of Conduct.