# Collegiate Computer User Code of Ethics

The purpose of the Code of Ethics is to promote responsible, ethical and secure use of the computing facilities provided by The University of Winnipeg and The Collegiate, herein collectively referred to as the 'University'. The Code of Ethics is for the guidance and protection of all users.

**Definitions**

"Computing facilities" or "computer" means any computing device available to members of the University and owned by the University, including associated operating systems, software, peripheral devices or communications lines; "account" means any account number or authorization code for a computer, together with its associated passwords and files; "owner" means any member of the University who is granted an account for job related, teaching, research or course work; "user" means any person using the University computing facilities.

1. As a condition of access to the university's computing facilities, the user agrees:
   - not to use any other user's account.
   - not to divulge one's own password to others.
   - not to be in possession of someone else's password.
   - not to attempt to obtain information regarding files, or programs belonging to other users unless explicitly authorized to do so by the other user.
   - not to copy or modify any files or programs belonging to the University or another user without the explicit permission of the rightful owner.
   - not to infringe the copyright of any data, files or software.
   - not to use the University computing facilities for any illegal purpose as defined by law.
   - not to knowingly release any virus, Trojan horse or worm into any part of the University's computing facilities.
   - not to use the University computing facilities for person financial gain.
   - not to use electronic mail or other network facilities to send nuisance, abusive, hate, or obscene messages.
   - not to send forged or anonymous mail from any account on the University computing facilities.
   - not to change the name assigned to an account.
   - not to tamper with any University owned computers, peripherals and associated equipment.
   - not to use more than one terminal or computer at one time.
   - not to collect or discard output other than your own.
   - not to install or run any unauthorized software on a University computer or over the University networks.

2. Failure to observe the above conditions will result in disciplinary procedures which may include but not be limited to: suspension of access privileges, academic penalty or legal action. Infractions involving harassment will be forwarded to the University's Human Rights Officer. Individuals whose accounts have been suspended must apply to the office of the Vice President Academic for reinstatement of the account.

3. You are responsible for all actions performed under your account. You will be held responsible for the actions of anyone using your account.

4. In the course of investigating possible abuses, the University reserves the right to examine such files, programs, passwords, accounting information, printouts or any other related materials used by a user as may be deemed applicable to the investigation.

5. Where devices, such as personal computers/electronic devices, are the property of the user, the appropriate use restrictions still apply when accessing services provided by or through the University.

6. The University reserves the right to change the terms, conditions and hours of access in order to serve the interests of the University community best.

7. The University's computing facilities are provided for use by faculty, staff, and students for teaching, research, assigned course work, and University administrative computing. Other users of the facilities are prohibited.

**By your signature on The Collegiate application, you agree to abide by The Collegiate Computer User Code of Ethics.**