

# Wireless Network Fair Usage & Security Policy

Effective September 2019 to Present

Student Regulations and Policies

[uclan.ac.uk/studentcontract](http://uclan.ac.uk/studentcontract)

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| <b>Purpose of Policy</b>                                  | This policy governs your use of the University's wireless network service. Breaches of this policy could result in the suspension or termination of your connection (potentially without notice). |
| <b>Internal services involved</b>                         | Learning and Information Services   |
| <b>Related UCLan regulations, policies and procedures</b> | IT Security Policy<br>Rules for the use of IT facilities<br>Rules for the use of the Library<br>Technical Services Loans Policy<br>Network Lite Fair Usage and Security Policy                    |
| <b>Enquiries to</b>                                       | <a href="mailto:liscustomerservices@uclan.ac.uk">liscustomerservices@uclan.ac.uk</a>  |
| <b>Senior Managers responsible</b>                        | Executive Director of IT and Digital Services   |
| <b>VCG Lead</b>   | Deputy Chief Executive  |

| <b>Version</b> | <b>Approved</b> | <b>Effective from</b> | <b>Revisions made</b> | <b>Next Review</b> |
|----------------|-----------------|-----------------------|-----------------------|--------------------|
| 1              | May 2019        | September 2019        |                       | May 2024           |
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# Wireless Network Service Fair Usage and Security Policy

*Please read this document carefully*

## **Why LIS has this Policy**

This policy is designed to make sure LIS can give the users of the Wireless Network Service at the University of Central Lancashire, a service that is fast and reliable. The policy is also designed to limit exposure to legal risk to users and UCLan arising from use of the Wireless Network Service.

## **Wireless devices Security**

Users are responsible for the security of their wireless device while connected to the Wireless Network Service as follows :-

- Security patches must be applied
- Up to date anti-virus and anti-spyware software must be installed and set to update automatically

Users must not knowingly or negligently download any electronic material containing a virus, trojan or other wireless devices program known or likely to interrupt, impair, damage, destroy or limit the functionality of any wireless devices software, hardware or telecommunications equipment owned by UCLan or any other Internet user or person.

LIS accepts no responsibility for the potential consequences of users failing to employ adequate security measures on their wireless devices while connected to the Wireless Network Service.

## **Downloading Software**

The downloading and installation of software and other resources from the Internet is done entirely at the users own risk. LIS is not responsible for any unwanted effect on users wireless devices that may result from doing so. It is the users responsibility to comply with the laws of copyright and to abide by any software license agreements that may apply.

## **What can the Wireless Network Service NOT be used for?**

The Wireless Network Service must not be used for

- Any unlawful, criminal, fraudulent or otherwise illegal purposes or activities

- Activities which breach the rights of any third party, such as the downloading, streaming or distribution of any copyrighted material of any kind
- Collecting, streaming, distributing or accessing any material that you know, or reasonably should know, cannot be legally collected, streamed, distributed or accessed
- Commercial use either self-employed or on behalf of an employer
- Sending or uploading unsolicited emails, advertising or promotional materials, offering to sell any goods or services, or conducting or forwarding surveys, contests or chain letters
- Attempting or accomplishing access to any wireless devices system, network or account without consent or otherwise where such access is not intended for you
- Viewing, modifying or otherwise tampering with any data or system without owner's consent or where it is otherwise not intended you should do so
- Probing the security of any wireless devices system, network or account
- Impairing the function of, or interfering with the proper operation of, the Wireless Network Service or any other wireless devices system or network in any manner
- Consciously acting to harass, cause annoyance, anxiety or inconvenience to, invade the privacy of, or disrupt the activities of other users of the Wireless Network Service or users of any other wireless devices system in any manner

### **Excessive Network Usage?**

The vast majority of users of the Wireless Network Service will not have a problem under this Fair Usage Policy. However, if it is felt that the users Internet activities are excessive, LIS may enquire and ask the user reasons for such high activity. Users may be given a written warning (by email or otherwise). If the levels of activity do not immediately decrease after the warning, LIS may suspend a user's connection for a fixed period of time. In extreme circumstances, LIS reserves the right to terminate a user's usage of the Wireless Network Service.

### **What Happens if this Policy is Breached?**

If any use of the Wireless Network Service constitutes a breach of this Policy, LIS may, at its sole discretion,

- a) Give you notice to stop the unacceptable use(s),
- b) Suspend service for a fixed period or
- c) Terminate your connection (with or without notice as LIS considers appropriate).

User may appeal against a decision imposing one or more of the above sanctions. Any such appeal must be made in writing within 5 working days of

the imposition of the sanction and must be accompanied by relevant evidence to support the appeal. The appeal will be considered by the Director of LIS or their nominee, who may seek clarification or ask questions of any member of staff and/or the user where appropriate.

The decision of the Director of LIS, or their nominee shall be final.