

THE UNIVERSITY OF DUBLIN
TRINITY COLLEGE

MANAGEMENT SYSTEMS SERVICES

CODE OF CONDUCT
FOR USERS OF TRINITY'S COMPUTING FACILITIES

1. College computing resources are provided to facilitate a person's work as a member of staff or student of Trinity College and/or for educational, training, or research purposes. Computing or network resources must not be used for any commercial or significant personal use.
2. Software and/or information provided by Trinity College may only be used as part of the user's duties as a member of Trinity College or for educational purposes.
3. The user agrees to abide by all the licensing agreements for software entered into by the College with other parties.
4. In order to use the computing facilities of Trinity College a person must first be authorised. Registration grants authorisation to use some or all of the computing and networking facilities of Trinity College. During registration, a username and password will be allocated. These are for the exclusive use of the person applying for use of computing facilities. Unauthorised use must not be attempted or made of computing or network resources allocated to another person.
5. The user is responsible and accountable for all activities carried out under their username. The password associated with a particular personal username must not be divulged to another person.
6. Passwords used must adhere to accepted good password practice.
7. Attempts to access or use any user name, which is not authorised to the user, are prohibited. Such attempts may be in breach of the Criminal Damages Act (1991).
8. No person shall jeopardise the integrity, performance or reliability of College computer equipment, software and other stored information. In this context, "software" is taken to comprise programs, routines, procedures and their associated documentation, which can be implemented on a computer system, including personal computers and workstations. The integrity of Trinity College's computer systems is jeopardised if users do not take adequate precautions against malicious software (e.g. computer virus programs).

9. Existing norms of behaviour apply to computer based information technology just as they would apply to more traditional media. The ability to undertake a particular action does not imply that it is acceptable. Examination of any files on the computer of a colleague is equivalent to examining their filing cabinet. Seeking to find unprotected files on a multi-user system falls into a similar category. Whilst it is possible to send via the computer communications, which may be offensive, obscene or abusive, such behaviour is not acceptable. For specific services Trinity College may provide more detailed guidelines.
10. The user undertakes not to use any Trinity College computing or network resources to make use of or publish material that is obscene, libellous defamatory or in violation of any right of any third party.
11. If e-mails are being sent to express personal as opposed to College views, users should put in a disclaimer to that effect in their message.
12. No user shall interfere or attempt to interfere in any way with information belonging to another user. Similarly no user shall make unauthorised copies of information belonging to another user.
13. Any software, data or information which is not provided or generated by the user personally and which may become available through the use of computing or communications resources shall not be copied or used without permission of Trinity College, or the owner of the software, data or information.
14. The user undertakes not to infringe any copyright of documentation or software.
15. The user undertakes to comply with the provisions of the Data Protection Act (1988) and other relevant legislation.
16. The user must not undertake any actions that bring the name of Trinity College into disrepute.
17. The user may use approved Trinity College links to other computing facilities, which they are authorised to use. When using external facilities the user must also abide by their rules or code of conduct.
18. Persons who break this code of conduct may find themselves subject to Trinity College's disciplinary and/or criminal procedures.

Relevant Legislation:

- ◆ Data Protection Act 1988
- ◆ Criminal Damages Act 1991
- ◆ The Child and Trafficking and Pornography Act 1998.