Computer Information

COMPUTER/INTERNET NETWORK POLICY

Western Dakota Tech has the responsibility to secure the network system against unauthorized access and/or abuse while making it accessible for faculty, staff, and students. This includes informing users of standards of conduct and corrective actions that will be taken for violation of established policy regarding the use of email, Internet, or network use. Violation of this policy can result in disciplinary action taken by the Institute that could include permanent revocation of computer privileges.

All users of the network must adhere to local, state, federal, and international laws governing use of the Internet. Any attempt to break those laws may result in litigation against the offender by proper authorities to provide information necessary for the litigation process.

Violations of any defined standard may be grounds for probation or suspension.

Section 1: General Policy

Users of the WDT network and computers on that network are solely responsible for all actions taken while using institutional equipment. Therefore:

1.1 Deletion, examination, copying, or modification of files and/or data belonging to other users without their prior consent is prohibited.
1.2 Deletion, copying, or modification of software or operating systems is prohibited.
1.3 Use of facilities and/or services for commercial purposes is prohibited.
1.4 Any unauthorized, deliberate action, which damages or disrupts a computing system, alters its normal performance, or causes it to malfunction, is a violation, regardless of the system location or time duration.
1.5 The copying of system files is prohibited.
1.6 The copying of copyrighted materials, such as third-party software, without the express written permission of the owner or the proper licensee, is prohibited. File-sharing software that downloads and distributes songs, videos, games and software without permission of the owner is illegal. Illegal downloading or distribution of copyrighted materials can result in criminal or civil prosecution. Content owners, such as the Recording Industry Association of America (RIAA), the Motion Picture Association of America (MPAA), and Home Box Office (HBO), use technological means to track file sharing of their intellectual property on the Internet.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than $750 and not more than $30,000 per work infringed. For "willful" infringement, a court may award up to $150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505. Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to $250,000 per offense. For more information, please see the Web site of the U.S. Copyright Office, especially their FAQ's.

1.7 Intentional attempts to “crash” the network system or programs are prohibited.
1.8 Any attempts to secure a higher level of privilege on the network are prohibited.
1.9 The willful introduction of a computer “virus” or other disruptive/destructive programs into the organization network or computers is prohibited.

Section 2: Electronic Mail Policy

All users of electronic mail at WDT are required to obtain an email address. When an electronic mail is sent, the users name and user ID are included in each message. Students are responsible for all electronic mail originating from their user ID. WDT reserves the right to monitor and track all electronic communication, on campus Internet activity, and all interaction with WDT software programs, which include, but are not limited to, Blackboard, Jenzabar, email, and related servers. WDT network administrators and their authorized employees monitor the use of information technology resources to help ensure network and computer security as well as conformity with WDT policy and state and federal laws. Administrators reserve the right to
examine, use, and disclose any data found on WDT's information networks in order to further the health, safety, discipline, or security of any individual or property. WDT may also use this information in academic disciplinary actions and will furnish evidence of any crime to law enforcement. Therefore:

2.1 Forgery or attempted forgery of electronic mail messages is prohibited.
2.2 Attempts to read, delete, copy, or modify the electronic mail of other users are prohibited.
2.3 Attempts at sending harassing, obscene, and/or other threatening email are prohibited.
2.4 All school district policies concerning harassment and discrimination apply to email.
2.5 Attempts at sending unsolicited junk mail or chain letters is prohibited.

Section 3: Internet Policy

Wireless Network and Internet Access are available throughout the buildings on the WDT campus. The use of any network on the WDT campus is restricted to educational use. Use of the Internet is available to all faculty, staff, and students at WDT. Violation of Internet policy can result in permanent revocation of Internet privileges at WDT. Therefore:

3.1 Internet access at WDT is a privilege, not a right.
3.2 The use of the Internet is intended for educational purposes.
3.3 Any attempt to knowingly enter sites that contain pornographic material is strictly prohibited.
3.4 Entering or using chat rooms is prohibited.
3.5 Unethical or illegal solicitation is prohibited.
3.6 Any attempt to knowingly enter sites that promote racism or sexism is prohibited.

LAPTOP COMPUTERS

All students are required to have a laptop computer. Laptop requirements vary by program and can be found at http://www.wdt.edu/student-life/tech-support/.

Technical support for all laptops/tablets not purchased by WDT will be limited to WDT software and network connectivity issues. Students may seek additional support through their vendor or a commercial computer support service.

MyWDT

Students will have access to Western Dakota Tech’s student information portal, MyWDT, through any device with Internet access. The MyWDT portal is available through a link on the WDT website, www.wdt.edu, or directly at my.wdt.edu. Through MyWDT, students will have access to class schedules, grades, billing information, unofficial transcripts, registration, advising, financial aid awards, etc.

All students are assigned a student ID number and temporary password. Once the student has this information, they are required to change their password using WDT’s password self-service site available through the “Change Password” link on MyWDT. All passwords are required to be a minimum of eight characters in length, alpha/numeric, with at least one capital letter or symbol. Student ID numbers are assigned and may not be changed.

For assistance please contact the Help Desk at: (605) 394-5355