



## UEN GUIDELINES: NETWORK SERVICES NETWORK ACCEPTABLE USE

### Purpose

This document describes UEN's guidelines for use of its network and related services. UEN exists to advance and promote a world-class public education in Utah with a network that supports collaboration, the exchange of information and access to electronic resources for K12 schools, Higher Education, libraries and other public entities. UEN's guidelines for acceptable use of its network are designed to help UEN meet its goal of providing high-quality, equitable, cost-effective information and communication resources to the public education community.

### Definitions

**Illegal activities:** activities that violate local, state, and/or federal laws.

**Inappropriate use:** any use that violates the intended use of the network, purpose and/or goal.

**Objectionable materials or content:** content defined as such by the rules and policies of the Utah State Board of Education related to curriculum materials and text book adoption.

### Guidelines

1. Network use will be consistent with UEN's mission and purpose. Successful operation of the network requires that its users regard UEN as a shared resource that requires a cooperative community of diverse interests that promotes educational excellence throughout Utah.
2. While using the Network, UEN members must conduct themselves in a responsible, ethical and polite manner; abide by all local, state and federal laws; and adhere to high standards of professional conduct and strict guidelines.
3. UEN encourages the pursuit of higher knowledge and recognizes that such pursuit may result in Network users accessing potentially controversial material that may not be considered of educational value in the context of a school setting.

4. The Network shall not be used for illegal or inappropriate purposes, to access materials that are objectionable in a public school environment, or in support of such activities.

5. The Network shall not be used for commercial purposes, financial gain, product advertisement, political lobbying, any use which shall serve to disrupt the use of the network by other users, or extensive use of the network for private or personal business.

6. UEN accounts shall be used only by the authorized owner of the account. Account owners are ultimately responsible for all activity under their account and are advised to keep their passwords private and to change them frequently.

7. UEN is a shared resource. Due to cost, unbridled and open-ended use of the network in terms of access time cannot be accommodated.

8. All communications and information accessible via UEN should be assumed to be private property. While UEN takes great care to protect user privacy, users are strongly advised not to give out personal information like home addresses and telephone numbers.

9. UEN cannot be responsible for Internet content that may be accessed through the Network. Websites accessible via the Internet may contain material that is illegal, defamatory, inaccurate or potentially offensive to some people.

10. Under prescribed circumstances, public school students may be permitted to use the Network, provided proper supervision is maintained by school officials and parents.

11. Under prescribed circumstances, non-educators may be permitted to use the Network, provided such individuals provide evidence that their use furthers the purpose and goal of the network and public education in general.

12. As necessary, the Utah State Office of Education (USOE) will determine whether specific uses of the Network by public education are consistent with this policy. Regarding the use of the Network and the issuance of public education user accounts by or for kindergarten through Grade 12 education, USOE shall be the final authority.

13. Each school district and school shall define and adopt an Acceptable Use Policy that identifies the standards and guidelines that are appropriate to their local

circumstances. However these local policies may not permit uses that are outside of the guidelines of this policy.

14. All accounts for the school professionals within a district will be issued and managed by the local node administrator(s). The issuing of these accounts will be coordinated with the UEN Network Operations Center.

15. Individual student accounts may be permitted for secondary students for up to one year if available resources allow and the student(s) (1) read and agree to follow all guidelines outlined in the Acceptable Use Policy, (2) formalize this agreement through their signature on the application form, (3) have at least one teacher sign the application form as a sponsor, and (4) obtain the signature of a parent on the application form.

16. Elementary students are not allowed individual accounts. Teachers of these grades may apply for a class account, but are obligated to directly teach these students in proper network use and supervise them regarding the Acceptable Use Policy.

17. The teacher holding a class account is ultimately responsible for use of the account and is required to keep the password confidential and to change the password frequently.

18. Upon graduation, students accounts should be terminated unless the individual qualifies for an account under other acceptable use provisions.

19. Generally, students are not permitted to enter professional UEN or Usenet discussion groups. Under certain conditions, posting privileges to specific news groups may be granted.

20. All public school student accounts will be issued by the local node administrators and will receive final approval by the State Office of Education.

21. In all cases, use by professional public education staff shall take precedence. The Utah State Office of Education reserves its right as final authority on use of the network.

22. Violations of these guidelines may result in suspension or revocation of network privileges. Such prescribed circumstances and uses shall be defined in writing by the Utah Department of Education and from time to time are subject to change.