

	Bayan College		
	Computer Lab Policy		
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1. *All students using computer lab must abide by this policy. Students found to be in violation of this policy might not be permitted to use the lab.*
2. *All students using the lab must acquire a Bayan College student ID card. The system administrator might ask any student to produce their ID cards.*
3. *No one is allowed to remove/add software to the computers or in any way compromise the hard drive.*
4. *The computers must be used for educational use only. Game playing, chatting , P2P file sharing ...etc are strictly prohibited.*
5. *Food and drinks are not allowed in the lab. Please keep the labs neat and in orderly manner.*
6. *The computers are to be used in a responsible, ethical , efficient, and legal manner in accordance with the mission of Bayan College.*
7. *Acceptable uses of the computers are activities that support learning and teaching. Deliberate attempts to degrade or disrupt system performance will be viewed as criminal activity. The system administrator in the course of managing the system may view all data, including email.*

Unacceptable uses of the computer resources include but are not limited to:

- *Violating others' right to privacy.*
- *Using obscenity , profanity , or language offensive to another person.*
- *Reposting personal communications without the author's prior consent.*
- *Violating copyright law (Copying copyright protected material) .*
- *Downloading/ installing software.*
- *chatting , playing games,P2P file sharing , etc.*
- *Using the network for commercial, or illegal activity.*
- *Using the network to access material without educational value .*