

Important Information Regarding Student Network Responsibilities

- 1.) Anti-Virus Software – Every student must have it and must update it. New computers often come with a trial version of a popular anti-virus program. This is not an acceptable option. If a student does not have a year's worth paid subscription to some anti-virus software, the student will not be allowed to use the Piedmont network. Piedmont will distribute a free anti-virus program if the student is unable to acquire an acceptable solution.
- 2.) Ad-ware/Spy-ware – Ad-ware is a term used for a certain type of program that can do several things. These include: changing your Internet homepage, putting Internet links on your desktop, and creating annoying pop-ups. Spy-ware is a more malicious form of Ad-ware. While it still may make pop-ups and change your Internet homepage, the main objective of Spy-ware programs is to send information about you and your computer to some third party. This information can include anything from what websites you visit, to logs of everything you type on your keyboard, to personal information you may keep on your computer, such as social security number, credit card information, etc. Every student needs to be very careful about what he or she does on the Internet. Whenever a window pops up asking if the user wants to install some toolbar or something **PLEASE CLICK NO!** If a download window pops up and it is not the direct action of trying to download something from a website **PLEASE CLICK NO!** 99% of the time, these seemingly harmless downloads are some form of Ad-ware or Spy-ware, most likely both.
- 3.) Pornographic Sites – These sites are especially notorious for sending viruses, malicious JavaScript code, Ad-ware and Spy-ware programs to someone who views them. So if you do visit them, **please be aware of the risks you are taking**. You will most likely damage your computer as well as the Piedmont network, which can ruin other users' network and internet capabilities. Piedmont reserves the right to track questionable website usage in order to maintain a working network environment for the students.
- 4.) Kazaa, Morpheus, Free Peer-to-Peer Sharing – These programs are not allowed at Piedmont because of the liability not only towards to students but to the college. We do this out of respect for musicians trying to make a living and to protect the integrity of Piedmont College and its students.
- 5.) Online Gaming Sites – Many students enjoy playing online games from Checkers to Mini-Golf. Please be aware that some of these sites can contain viruses, Ad-ware and Spy-ware. Please be aware that playing online games is now prohibited on Central Campus.

- 6.) Windows Update – Students must make use of the updates Microsoft releases onto the net for patching security holes and protecting against vulnerabilities in the Windows Operating System. If you need help, consult the Student Support Section of the IT Website.

- 7.) General Requests – The Piedmont Information Technology Department requests of the students to keep these guidelines in mind when using the internet:
 - a.) Use caution when surfing the Internet.
 - b.) If you do not use Piedmont’s provided Anti-virus software, please update your Anti-virus software. **Update it often.**
 - c.) Use Ad-ware and Spy-ware removal programs on a regular basis. Once a month is usually a good regimen to follow. A reliable program Piedmont uses and suggests for student use is **Lavasoft’s Ad-Aware 6.0**. Ad-Aware can be downloaded from <http://www.lavasoftusa.com/software/adaware/>. Ad-Aware also has an option to update the parasite definitions. Students will need to update these files before scanning with Ad-Aware to allow for the best possible protection against Ad-ware and Spy-ware.
 - d.) If you notice your computer is acting abnormally for an extended amount of time, report immediately to the IT Department for further instructions. Use the IT Work Request System to contact us at: <http://www.piedmont.edu/it/student/>
 - e.) The IT Department will routinely check student computers in the dorms to make sure everyone is following the policies and regulations set down by the department.