Computer Networking and Systems

Computer Lab Use Policy

The purpose of this policy is to outline the acceptable use of computer equipment in the CNS Department labs. These rules are in place to protect the students and faculty. Inappropriate use exposes our network to risks including virus and other malware attacks, compromise of network systems and services, and legal issues.

- Computer labs are reserved for CNS Department academic use only
- Use of lab computers for ANY personal use or non-CNS academic purposes is prohibited
- Students should not change the settings of any computer unless specifically directed to so by the CNS instructor.
- Internet access not related to your course is strictly prohibited on the CNS department systems
- Students are prohibited from downloading any software unless directed by the instructor
- Students are prohibited from installing any software unless directed by the instructor
- Connection of USB devices, such as flash drives, cell phones, etc., is prohibited
- Students may use http://myfiles.oakton.edu to save their work
- Students are allowed to go to http://my.oakton.edu to submit their work
- Students are prohibited from moving, modifying, or tampering with lab hardware
- Students are not permitted to install or remove peripherals
- No food or beverages are permitted in the labs at the workstations
- Students are not allowed to print their e-books on Oakton printers
- Use of CNS department printers requires prior permission of the instructor
- Computer must be properly shut down before inserting or removing the removable drives
- Students are expected to put the drives back into the correct drawers after class

Any student found to have violated this policy may be subject to disciplinary action, up to and including failing the course.

Name (print):

CNS Course / Section / PC number:

Date:

Signature: