

Summary of: Acceptable Use of ICT Resources Policy

Scope

By accessing and using the ICT resources provided by ALC, you are agreeing to abide by the [Acceptable use of ICT resources policy](#).

Note: You are agreeing to the full policy and NOT just this summary.

These conditions cover use of all ALC information and communication technologies such as:

- ALC Local Area Network (including wireless access)
- Desktop and laptop computers
- Other personal devices
- Software and peripherals
- Telephone equipment (including mobile phones)
- Personally-owned equipment when it is connected to the ALC network

Access

Access to the ICT and ICT resources at ALC is made available for learning, teaching, research and administrative purposes, and other specifically authorised activities.

ALC reserves the right to limit access to its networks through ALC-owned or other computers and to remove or limit access to material and resources stored on ALC-owned computers (or accessed via the internet from within the ALC network).

Conditions

Policy

Use of the resources must be ethical, legal and responsible at all times, including limited incidental personal use.

As a user of these resources, you are subject to the following conditions:

Respect for intellectual property and copyright

- You agree to comply with the copyright and intellectual property rights of others.

Legal and ethical use of ICT resources

- Use of ALC's ICT resources is subject to the full range of State and Federal legislation, as well as current ALC policies. You must ensure that your use of ALC ICT resources is legal and ethical at all times.

Security and privacy

- ALC employs various measures to protect the security and privacy of its ICT resources and user accounts, as described in the [Acceptable use of ICT resources policy](#). ALC reserves the right to inspect material on its ICT resources when investigating a breach or when required by formal legal disclosure requests, but does not routinely inspect files.
- You agree to protect ALC ICT systems, information and accounts by:
 - using your access only as authorised
 - keeping your account details confidential
 - keeping virus protection and operating system/security patches up to date
 - using only authorised and licensed software programs
 - promptly reporting any breach in system or network security to the ALC Business Manager.