IT Policy

ABV-IIITM is an apex institute dedicated to quality education and research in Information Technology and Management. The basic purpose of the Information Technology facilities of the Institute is to support the following.

1. Support and enhance the educational mission of the Institute.
2. Enrich the educational experience of the students, faculty and staff of the Institute.
3. Enhance the research and other academic activities in the Institute.
4. Enable to realize office automation in the Institute.

These facilities are required for research activities, courses and assignments as well as office automation for smooth running of the Institute.

A computer account is created for every individual member on admission to the Institute. The account allows the members to browse the web, send and receive e-mail, use the computational and other IT facilities in different labs. The members can use these services of the Institute with freedom. It is expected that the members use these services in a responsible manner. Their conduct and use should be tempered with propriety and a spirit that respects the right of everyone. Any abuse of these facilities may have serious implications on the reputation and the standing of the Institute as well as can bring the facilities of the Institute into disrepute. Such misuse of the facilities will not be tolerated at any cost.

A computer account is deactivated within one month of the member leaving the Institute.

Certain guidelines that should be followed in the use of the Institute IT services have been formulated. The compliance with these guidelines and the do's and the don'ts are necessary for the continued use of our freedom. Not only should members stick to the use of the facilities in accordance with these guidelines, but also report any use that is against these guidelines or the spirit of these guidelines. Failure to report infractions of the guidelines shall also be construed as an act of omission in following the guidelines.

Following activities amount to unethical use of IT facilities and will attract punishment from the Institute authorities. Read the following list of activities that amount to unethical use of IT facilities and the previous discussion carefully and then sign your declaration of acceptance of these policies.

Blocking of Resources:
1. Playing games on the machines in the Institute.
2. Locking the screen of machines in the Institute.
3. Sending junk mail to all the members.
4. Sending unsolicited mail (spam) or chain mail.

Minimum punishment for these activities is suspension of computer account for two weeks. In addition, financial fine may also be imposed.

Wasting/Damaging Resources:
1. Unnecessary downloads from the Internet.
2. Damaging or changing configuration of computing and networking equipment.

Minimum punishment for this activity is suspension of computer account for two weeks. In addition, the member will have to compensate the Institute for the resources wasted.

Misuse of Resources:

1. Allowing account access to other persons, sometimes outsiders.
2. Storing pornographic material on the disk.
3. Viewing pornographic material on Desktops.

Using personal account to do outside (non-Institute) work for which the individual is paid. Minimum punishment for these activities is suspension of computer account for six months. Such cases will also be put-up to concerned authorities for disciplinary action.

Security Related Misuse:

1. Breaking security of the systems.
2. Trying to capture passwords of other members.
3. Damaging/gaining-access to the data of other members.

The security related abuse is considered to be most serious. Anyone found involved in these activities will have computer account suspended for one year. The case will be put-up to concerned authorities for necessary disciplinary action.

A disciplinary committee will look into all reported misuse and may announce penal action.

Obviously, enumeration of all such cases is not possible. However, a thumb rule is that any activity which inconveniences other members, depletes the IT resources of the Institute, or jeopardizes the security of the systems, amounts to unethical use. Moreover it should be noted that the punishment set out for various cases can change and can be very severe depending on the view that the Institute takes of the offense.

The Institute, whenever possible, gives all bona-fide members the discretion to determine how to best use the IT resources and facilities within the guidelines of this policy. Members are responsible for their actions, the consequences of those actions, and the consequences of negligent inaction. As such, members whose judgment leads to activities inconsistent with the guidelines of this policy risk disciplinary action and possible imposition of restrictions to enforce the guidelines of this policy. Also, these guidelines should be met with letter and the spirit of the guidelines as no set of ethical/unethical guidelines can be exhaustive.

Attention of campus community is drawn toward IT act 2000 and IT (Amendment) act 2008.

Needless to say all community members will be bound by the above.

Torrent usage and copyright violations:

1. Torrent usage on institute network is strictly prohibited.
2. On first time defaulting - UserID of a user (used for accessing institute internet services) may be blocked and released only after a warning and written apology
3. On second time defaulting - UserID of a user (used for accessing institute internet services) may be blocked for one week and released only after a week and written apology
4. On subsequent violation - UserID of a user (used for accessing institute internet services) may be blocked until further enquiry.