

Computer Lab

Usage Policy:

The use of this laboratory complies with Certification No. 072, 1999-2000, from the University of Puerto Rico. Among the most important points that will be observed in this laboratory are:

1. Users are responsible for safeguarding their user IDs and passwords. All users are responsible for all transactions made under their authorized ID. Your account is not to be shared. Sharing your account may result in its disabling or cancellation, depending on the severity of the offense.

2. Although every user has the right to freedom of expression; this right does not include obscene or defamatory material which may not be sent by email or any other means.

3. Personal use of computer equipment or programs is permitted as long as it does not interfere with expected work performance or violate any applicable policy, rule, or law.

4. The order of priority for the use of our laboratory will be established based on activities related to classes and research.

5. Use of the Computer Lab outside of working hours (Monday to Friday after 4:30 PM and weekends) will be possible only with prior authorization from the Department Director or if an extended schedule is established.

Restrictions on the use of the facilities:

1. The use of facilities for courses or laboratory sections must be authorized by a written request (email or letter) stating the need and approved by the Director or Associate Director of the department.

2. Data transmission or access systems (Internet, email) may not be used for:
    a. Pornographic or sexually explicit material
    b. Unsolicited electronic messages
    c. Deceptive messages
    d. Transmission of destructive programs
    e. Any other activity that violates these rules or that affects or interferes with the performance of other users

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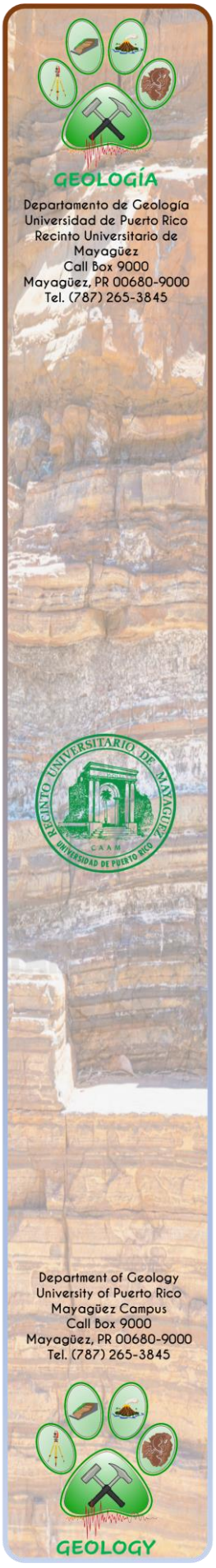

3. The use of "screen savers" other than those that come with the operating system is prohibited.

4. The use of portraits or "wallpaper" that may be offensive to other users of the laboratory is prohibited.

5. The contents of the storage systems will be periodically reviewed and any material not related to previously authorized courses will be deleted or removed without prior notice.

6. Users must register upon entering and exiting the lab (written registration), specifying the terminal number used and the reason for using the Computer Lab. They must present their UPRM identification card.

   Prohibited:

   i. Eating and/or drinking inside the lab.

   ii. Vulgar language and/or speaking loudly.

   iii. Misuse of the internet. E.g., games, music, YouTube, etc.

   iv. Installing programs without authorization.

   v. Disconnecting LAN cables to connect laptops.

   vi. Animals in the lab (dogs and cats).

   vii. Having your cell phone on with the volume turned up. You must put it on vibrate mode.

   viii. Do not alter (unplug and/or relocate) the pre-existing electrical connections of computer equipment connected to the UPS units. Instead, it is recommended to plug personal equipment into these UPS units using available outlets only.

7. Installing unauthorized programs or changing the operating system on any computer is strictly prohibited and will be penalized.

8. This policy will be modified regularly to meet the needs of our students. Students who repeatedly violate these rules may lose the privilege of using the computers in this lab.