# Bauer Lab Computer User Responsibilities
## Adapted from MAPP 10.03.01 User Guidelines and Responsibilities; Security (7/96)

The Bauer Division of Technology within the University of Houston provides computer lab services to students currently enrolled in classes within the Bauer College of Business. Computer labs within Bauer College may not be used for personal or corporate profit. The following conditions apply to all users of the computer labs.

(1) Users of computers and computing systems must respect the privacy of other users. For example, users shall not seek or reveal information on, obtain copies of, or modify files, tapes, or passwords belonging to other users, nor may the user misrepresent others. The user may use only his/her legal name and actual title at the university.

(2) Each computer account is assigned to a single individual who is accountable for the activity on that account. Account holders are encouraged to change their passwords frequently to ensure the security of their accounts.

(3) Users must abide by the laws protecting copyright and licensing of programs and data. University users shall in no case make copies of a licensed computer program to avoid paying additional license fees or to share with other users.

(4) Users must respect the integrity of computing systems. For example, users shall not intentionally develop or use programs that harass other users, infiltrate a computer or computing system, and/or damage or alter the software components of a computer or computing system.

(5) Users must respect the shared nature of the computing resources. For example, users shall not engage in deliberately wasteful computing practices such as printing unnecessary listings; performing lengthy unnecessary computations; or unnecessarily using public workstations for extended periods of time.

Violations of these conditions are unethical and may be violations of University policy. Users are expected to report any suspected violations to the Bauer Division of Technology at 713-743-4871. When possible violations are reported or discovered, the Bauer Division of Technology reserves the right to investigate the possible abuse. Certain members of the Bauer Division of Technology may be given authority to examine files, passwords, accounting information, printouts, or other materials that may aid in the investigation. While an investigation is in progress, access to computing resources may be suspended for the individual or account in question.

When possible unauthorized use of computing resources is encountered, the Bauer Division of Technology shall notify the user. Should unauthorized use continue after notification of the user, the matter could result in cancellation of access privileges, disciplinary review, expulsion from the University, termination of and/or legal employment action. (For a complete copy of these guidelines, see the University of Houston MAPP 10.03.01 "User Guidelines and Responsibilities; Security" (7/96) and the Texas Computer Crimes Statute--Section 1, Title 7, Chapter 33, Texas Penal Code.)

State law requires that you be informed of the following:

(1) with few exceptions, you are entitled on request to be informed about the information the university collects about you by use of this form;

(2) under sections 552.021 and 552.023 of the Government Code, you are entitled to receive and review the information; and

(3) under section 559.004 of the Government Code, you are entitled to have the University correct information about you that is incorrect.

## Account Information
A violation of any of the conditions listed in the security guideline documents listed above may result in the account being disabled. If the holder of the account is separated from the University, the account may be disabled.