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## **Students Computer and Internet usage Policy**

### **1. Purpose**

This policy outlines the proper use of computers and the Internet within RBIT premises by students.

### **2. Policy**

#### **2.1 Resource Utilization**

RBIT encourages the responsible use of computing and electronic resources to enhance educational experiences. These resources should primarily serve academic purposes relevant to RBIT programs.

#### **2.2 Usage Guidelines**

- Laptops, computers, and internet access (Wifi etc.) must be used exclusively for program requirements, unless specified otherwise.
- It is the student's responsibility to adhere to the guidelines governing computing and electronic resource usage. Students under 18 require [parental consent](#) before internet access.

#### **2.3 RBIT Rights**

RBIT reserves the following rights:

- Modifying internet access, including website filtering.
- Monitoring and recording all network activities.

#### **2.4 Inappropriate Use Consequences**

RBIT will notify students/staff of alleged inappropriate use in writing. Students may explain their actions before disciplinary measures are imposed. Consequences for inappropriate use may include:

- Suspension from RBIT computer and network facilities.
- Legal action for illegal activities, directed to the appropriate authorities.

#### **2.4 Criminal Offenses**

Commonwealth and State laws apply to electronic communications. These encompass offenses such as:

- Child pornography distribution.
- Unlicensed software copying.
- Copyright infringement.
- Hacking.
- Defamation.
- Illegal gambling.
- Fraudulent representation.
- Unauthorized recording.

#### **2.5 Unlawful Use - Violations of State or Federal Law**

Unlawful use includes:

- Unauthorized reproduction of fee-based documentation.
- Transmitting defamatory material.
- Accessing, displaying, or storing offensive content.
- Promotion of hatred or discrimination.
- Posting threatening or unsolicited advertising.

#### **2.6 Inappropriate Use**

RBIT computing and electronic resources should relate directly to academic pursuits. Examples of inappropriate use include:

1. Cheating and plagiarism



2. Unauthorized downloading or storage of non-study files.
3. Unauthorized software downloads.
4. Accessing non-study communication and information devices and services.
5. Playing audio or video files or games.
6. Attempting unauthorized account access.
7. Sharing passwords.
8. Bypassing security measures.
9. Damaging computer systems or data.
10. Intimidating, harassing, annoying, or stalking others.
11. Conducting private business.

### **3. Procedure**

#### **3.1 First time offenders**

Students who are found to have breach this policy are given warning. For serious offenders, this may refer to the authorities immediately. The students Internet or computer account may be suspended or have their usage monitored.

#### **3.1 Repeat offenders**

Students who are breach this policy again are refer to the PEO. The PEO (or delegates) will review the student's case and if this is a breach of the policy and/or the Student Code of Conduct will be subjected to a review by the PEO and the Academic team. Disciplinary measures where appropriate will be introduced and for serious cases, it may lead to suspension or dismissal of the student.

#### **4. Record-Keeping:**

- RBIT will maintain accurate and up-to-date records, evidence and related documents and will be securely stored.
- These records will be securely stored for a minimum of two years after the student's enrollment is completed or ceased.

#### **5. Related readings:**

- [Australian Communications and Media Authority](#)
- [Esafety website](#)