

Computer Account Policy Agreement

Version 4 – October 26, 2009

Instructions

This form is for an account to use computers in the School of Statistics facilities. Read the full University Acceptable Usage Policy (www.fpd.finop.umn.edu/groups/ppd/documents/policy/Acceptable_Use.cfm), fill out this form, and hand it in to School staff. More detailed instructions can be found in the School Computing Information web page (www.stat.umn.edu/computing/). Contact our support staff if have any questions or need any additional information.

Conditions

All accounts are subject to the following terms:

- Using accounts other than your own, allowing other persons to use your account, or using your account in excess of your authority will result in the immediate termination of the account as well as possible civil and/or criminal legal action.
- Private machines (those not in the public workstation areas) may only be used with the express permission of the individual to whom the machine is assigned. Public machines may be used by any school student, staff or faculty person.
- Disk space is limited to set quotas (currently 400MB) of space for each user. Any attempt to circumvent the quota system could result in indiscriminate deletion of any or all personal files. If you need more space, please contact your advisor.
- Users must abide by School of Statistics, University of Minnesota, state, and federal regulations concerning any and all use of electronic communications.
- Commercial advertising or posting of pornographic or offensive material on any publicly accessible (i.e., html) page is prohibited.
- The School of Statistics is not responsible for any loss of personal data. Every effort will be made to keep accurate backups, but each user is solely responsible for the backup and maintenance of their files.
- There are printers available for your use. There is no charge for *reasonable* printer use when it is related to school work or business. Office printers are not to be used without prior permission.
- Security is the responsibility of every individual. Computer rooms are not to be unlocked or doors opened after hours. The computer room must never be unattended when open. Never leave your computer logged in an unattended. Everyone authorized for access should have a key. However, if you do let someone in, make certain you recognize them and that they are supposed to be there.
- Regardless of the file permissions which may be set, all information contained within personal computers or computer user accounts is private information and off-limits unless permission has been specifically granted verbally or in writing. The existence of information and the ability to retrieve it does not constitute tacit approval to access or inspect it. All users must be aware that they are individually responsible for the protection and security of all personal and school related information stored

on the computers. Users should also be aware that the default for most files on the Unix workstations permit global read access and Mac or PC files are rarely able to be properly secured against intrusion. It is the user's responsibility to make sure that sensitive or personal information is properly protected. (See the man page for the Unix command chmod for example.)

- Only one large simulation/job may be run at a time on a workstation. Students are also expected to restrict use to a few computers. I.e., while it is not acceptable to run several background jobs on one computer, it is also not acceptable to run one background job on *every* computer. All background jobs must be "niced" to a value of at least 10 – See the manpage ("man nice") for details on how to accomplish this.
- Idle accounts will be closed after one year of inactivity, unless the School is notified in advance.
- Any violation of the aforementioned policies will result in the user's account being locked. If a user's account is locked the owner of the account must contact the network administrator to have the account reopened.
- The School of Statistics reserves the right to change these policies at any time. Current policies are posted at <http://www.stat.umn.edu/computing>

I have read the Acceptable Usage Policy and agree to abide by the procedures described therein

Signature: _____ Date: _____

Print Name: _____

Visitor Student Staff Faculty

Username & Password

Username are on a first-come first-served basis; they should be all lower-case letters. Most people choose their first or last names, or a combination thereof. Passwords must be eight (8) or more characters; longer is much better; Use a combination of letters number and punctuation; Please do not select an "obvious" or simple password. You will change your initial password the first time you login to the system.

Desired Username _____

Temporary Password _____

For Staff Use Only

Account Added: _____ (initial)

Date: _____