

Appropriate Use Policy

Background

This Appropriate Use Policy (hereafter "AUP") defines the responsibilities of University System of Georgia (hereafter "USG") PeopleSoft System Integration Account owners ("Users") with respect to proper and acceptable use of specified resources. USG institutions may request non-interactive service accounts to be used for database-level access to USG PeopleSoft enterprise applications including OneUSG Connect, GeorgiaFIRST Financials, and Augusta Financials. Accounts not used for 90 consecutive days will be locked and may be unlocked upon request by the institution security administrator to the ITS Helpdesk. USG and its resources are intended to support an enterprise higher education mission. Other uses of USG resources may be allowed at USG's sole discretion.

Compliance

All Users are responsible for complying with this AUP and for violations thereof attributable to them. This AUP does not obligate USG to monitor, review, or police the data and content residing on its servers or create any obligation or duty to any party that is not a User. Unless and until notified, USG may not be aware of any violations of this AUP or any violations of the law; however, USG reserves the right to monitor and investigate usage and content from time to time to operate USG services, to identify violations of this AUP, and/or to protect USG resources and our User community.

This AUP:

- Applies to all Users to include contractors, employees, volunteers, or student Users of USG's resources, services, and products, including but not limited to the tools and services within the scope of those resources pertaining to **PeopleSoft Database Access**.
- Is designed to protect and regulate USG's User community, its website, products, services, resources, and infrastructure.
- Is not intended to impose restrictions that are contrary to the collaboration goals of USG
- Is not intended to be an exhaustive listing of every and all possible forms of acceptable and unacceptable uses.

User Security Obligation

Users must use reasonable care to ensure the security of their account. Users must contact the institution security administrator and ITS Helpdesk upon the occurrence of a significant event such as system administrator departure or role change, suspicion or actual compromise event. USG reserves the right to disconnect without notice any Users as a result of a security compromise.

Institution Security Administrator Obligation

Institution security administrators are responsible for:

- Keeping on file signed User AUPs for each system administrator who is provided credentials. (User AUP is USG PeopleSoft System Integration Account Appropriate Use Policy User)
- Contacting ITS upon the occurrence of a significant event such as system administrator departure or role change, suspicion or actual compromise event.

Prohibited Content

All USG services, virtual or otherwise, may only be used for lawful purposes.

Abuse and Unacceptable Uses

Users are prohibited from engaging in any activities that USG determines, in its sole and absolute discretion, to constitute abuse or unacceptable uses, including but not limited to:

- Causing or initiating security breaches or disruptions of system communications and/or connectivity, including port scans, flood pings, email bombing, packet spoofing, IP spoofing, and forged routing information
- Evading or circumventing User authentication or security of any host, network, or account, including cracking, brute-force, or dictionary attacks
- Interfering with or denying service to any User, host, or network other than the User's host, such as a denial of service attack or distributed denial of service attack
- Soliciting the performance of any illegal activity, even if the activity is not performed.
- Using any program, or sending messages of any kind, designed to interfere with or disable a User's terminal session
- Revealing your account password to others or allowing use of your account by others
- Engaging in activities, whether lawful or unlawful, that USG determines to be harmful to its Users, User community, operations, reputation, community goodwill, or community relations

Intellectual Property Infringement

All software used and the resulting code created is the licensed property of the USG and permitted to be used solely in support of University System of Georgia initiatives.

Violations of this AUP

USG reserves the right to deactivate a User's account(s) if any or all portions of this AUP are being violated in any way, at USG's sole and absolute discretion.

In consideration for User access to USG PeopleSoft databases, the undersigned agrees to the terms of this policy.

Print Name

Signature

Date