

Detailed Regulations for the Use of Zengaku Computer Systems
(General Education Systems)

September 26, 2008
Information Infrastructure Committee

(Purpose)

Article 1: The following detailed regulations shall provide for necessary matters concerning the use of Zengaku Computer Systems (hereafter referred to as the General Education Systems) managed and operated by the Academic Computing and Communications Center (hereafter referred to as the Center) that consists of the information environment organization at the University of Tsukuba based on Article 9 of the Detailed Regulations on Setting up the All-Campus Computer System.

(Qualified users)

Article 2: Qualified users fall into one of the following categories

1. Students at the University of Tsukuba
2. Faculty or administrative members of the University of Tsukuba
3. Postgraduate students, part-time students who are taking classes or seminars, special auditing students, special researchers, Japanese language students, researching workers, emeritus professors and part-time lecturers who apply for and are granted the use of the General Education System by the director of the Academic Computing and Communications Center(hereafter referred to as the Director).

(Application)

Article 3: Applicants for the General Education Systems must submit the prescribed application form to the Director. However, this shall not apply to full-time students or faculty members.

(Approval)

Article 4: 1. The Director shall approve applications referred to in the preceding paragraph when it is found appropriate.
2. The Director shall familiarize those who are granted access (hereafter referred to as the user) with the necessary information for using the General Education Systems.

(Duration of use)

Article 5: The duration of the use of the General Education Systems shall be one year. The end of the one-year term, however, is the end of the fiscal year in which the user was approved for system use.

(Scope of system use)

Article 6: The Scope of the use of the General Education Systems shall fall under one of the following categories:

1. Education and research
2. Educational purposes of the users
3. Other purposes which the Director has specifically approved

(IC card)

Article 7: The user, in using the IC card, which was issued for entering the satellite rooms (hereafter referred to as IC card), must comply with the following rules:

1. The user must not use the IC card other than for the purposes described in the previous paragraph.
2. The user must not allow a third party to use one's IC card or use an IC card issued to another person.
3. The user must use proper IC card security, avoiding loss or theft of the card.
4. The user must immediately report to the Director in case the IC card was used by a third party.

(Reissue of IC card)

Article 8: In case of loss or theft, the user shall apply for reissue of an IC card to the Director and pay the cost of reissue.

(Facilities and equipment use)

Article 9: The user can make use of the facilities and equipment of the Center within the scope of the use, except for the cases specified in the regulations.

(Obligation to report on usage change)

Article 10: 1. The user must report to the Director without delay in case the user does not need to use the General Education Systems.
2. The user must report to the Director without delay in case there was a change in the items that were approved pursuant to the provision of Article 4.

(Obligation to report on usage)

Article 11: The user must report on the usage of the General Education Systems when asked by the Director.

(Adherence to rules)

Article 12: The user must adhere to the detailed regulations and other related rules of the university in using the General Education Systems, as well as following the instructions of the Director.

(Prohibitions)

Article 13: The user, in using the General Education Systems, must not engage in the following activities in order to ensure and retain informational security.

1. Using the General Education Systems other than for purposes described in the scope of use
2. Transmitting information that falls under discrimination, defamation, insult or harassment
3. Transmitting information that infringes the privacy of personal data
4. Transmitting information that infringes confidentiality
5. Transmitting information that infringes property rights such as author's copyright
6. Infringing of privacy of communication

7. Using the system for business or profit
8. Monitoring communication on the network or acquiring information from the information processing equipment without permission or due cause
9. Any act contrary to access control as defined in the Unauthorized Computer Access Law
10. Any act including those within the scope of usage that overloads and prevents smooth operation of the General Education Systems
11. Transmitting information subject to criminal penalty or calls for civil liability such as compensation for damages
12. Changing set-ups or installed software without permission of the Director
13. All other acts that will contribute to the acts described above

(Approval revocation)

Article 14: The Director has discretion to suspend or terminate the approval of the user, if the user violated these regulations or caused a serious breakdown to the General Education Systems.

(Compensation for damages)

Article 15: If the user, who was approved for the General Education Systems use, intentionally or by gross negligence caused damage or loss to the facilities, the user must compensate for damages.

(Miscellaneous provision)

Article 16: Other than the above-mentioned detailed regulations, all the necessary rules shall be specified separately.

Additional note

The Detailed Regulations for the use of All-Campus Computer Systems (General Education Systems) are in force as of April 1, 2009.