



## **INTERNET AND USE OF COMPUTERS**

Prism Career Institute provides Internet access to its students in an effort to support our goals in providing educational instruction and career services. It is expected that students follow the guidelines established, which are based upon common sense, decency and the laws established by the State of New Jersey, Commonwealth of Pennsylvania and the United States of America.

### **COMPUTER USAGE**

The following regulations are to be strictly adhered to:

1. Students are permitted to use the computers, software and the Internet under the supervision of an instructor for educational purposes in accordance with curriculum outline.
2. Students are permitted to use the Internet under the supervision of staff or faculty for job search reasons in accordance with our career services guidelines.
3. Students are not allowed to download programs or games from the Internet without faculty permission.
4. Students caught downloading programs or games without permission will result in individual Internet privileges being lost and may result in classroom access to the Internet being removed.
5. Misuse of equipment, software or Internet is prohibited and will be treated as acts of vandalism. Violators will be responsible for costs due to misuse of school property.
6. Students should always follow and never modify security restrictions on any computer.
7. Students will respect the rights of others in regards to freedom from harassment and intimidation, such as derogatory social networking site postings.
8. Students shall adhere to the laws concerning copyright and intellectual rights.
9. Students should save any work on portable media at the end of any class. Prism Career Institute is not responsible for any work left on a computer at the end of a class session that is damaged or destroyed.

**Prism Career Institute reserves the right to revoke Internet and E-mail usage, and/or dismiss individuals who violate any of the above policies.**

### **COPYRIGHT INFRINGEMENT**

The creator of the work is the author. The author is the owner of the copyright. Copyright symbols are placed on copies to let users know that the piece is protected by copyright laws. Copyrights (or copr, ©) are listed on documents to indicate copyrights exist. Examples of work protected by copyright laws are: art, music, graphics, email, web information and software. An infringement of copyright laws would be downloading, uploading, and file sharing or transmitting anything that is protected by copyright and using

it without the permission of the author. The most common form of illegal downloading is peer-2-peer (P2P) programs such as BitTorrent, eMule, etc. Sharing files from these sites is considered illegal. Some works of authorship are in the “public domain”. This means they are no longer protected under copyright laws and can be used freely.

## **WHAT IS THE DIGITAL MILLENNIUM COPYRIGHT ACT (DMCA)?**

The Digital Millennium Copyright Act, H.R. 2281, was enacted into law on October 28, 1998. This act amended the copyright law to provide regulations for works cited via the World Wide Web (the Internet). To review an online copy of this act, please go to <http://lcweb.loc.gov/copyright/legislation/hr2281.pdf>. Prism is committed to complying with any and all copyright laws for the use of copyright materials on Prism computers. Prism respects the copyrights of those who created literary documents, music, software etc. Violation of copyright laws by a student may subject them to criminal or civil liability. Therefore, users of Prism’s computers in the Learning Resource Center or anywhere else on the Prism campus are prohibited from downloading, sharing files, uploading or transmitting anything electronically without proper authorization. Acknowledging the source is not considered permission of the author. Prism does not authorize any photocopying in violation of federal copyright law (Title 17 of the U.S. Code). If your photocopying violates federal law, you are personally liable for any infringement. Prism also reserves the right to erase/remove anything downloaded to a school computer for any purpose. Violation of the rules regarding copyright infringement may result in the following:

- Student’s computer access will be blocked
- Access to the student resource center will be prohibited
- Disciplinary action, up to and including dismissal will be considered
- Copyright infringement is punishable by law and may include fines and possible imprisonment