HOLY CROSS COLLEGE

Office of Origin:	Information Technology
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It is the general policy of Holy Cross College that all campus technology is to be used in a responsible, efficient, ethical, and legal manner in accordance with the Mission of Holy Cross College.

The College has adopted this policy in part to: encourage employee and student productivity; maintain the integrity and security of its network and computing resources and electronic communication systems; preserve its academic and business interests; and protect confidential information. This policy cannot and does not provide rules and requirements to address every possible situation that may arise. However, it does provide certain minimum standards and requirements with respect to technology usage.

The College reserves the right to change, revise or add to this policy at any time with such notice as it deems appropriate.

All Holy Cross students, faculty, and staff are provided with usernames and passwords that give them access to email, Moodle, campus computers, and other network resources.

Use of your Holy Cross email account is required for all email correspondence with the College. Notices regarding College closings, severe weather, and other emergencies will be distributed only to Holy Cross email accounts.

Network accounts provide access to personal, confidential material. Use only those credentials for which you are authorized, and use them only for the purposes for which they are intended. Except for cases made explicit by the IT department, sharing of login credentials should not be done for any reason.

The IT department at Holy Cross will not request passwords.

Requests to have a password reset must be made in person and valid government-issued or college-issued identification must be shown.

For information about how accounts are created and removed, see the _____.

For information about how to access your accounts, visit _____.

Personally-owned technology must meet certain requirements before it will be allowed on the College network. Telephones, tablets, and media devices require your network username and password. Windows and Mac computers require a small software install. Additionally, Windows computers are

and prevent their internet access