St. Mira's College For Girls

Policy on I.T & Usage of Computers &Electronic Devices in the College Campus

Applicable to all employees, AMC in charge & students of St. Mira's College For Girls, Pune)

List of offences –
1. Tampering with computer source documents, records &developed software.
2. Hacking with computer system.
3. Usage of the password, digital signature or other unique identification of another person.
4. Acts of cyber terrorism
5. Publishing information which is obscene / defaming someone or any organization in electronic form.
6. Failure to maintain required records
7. Failure/refusal to comply with orders
8. Securing access or attempting to secure access to a protected system
9. Usage of social media , e mail facility, internet browsing for personal reasons during working hours.
10. Downloading of illegal software
11. Attachment of any device that could bring virus or damage to college computers.
12. Formatting of any computer in the college without permission.
13. Installation of software in college computers without permission.
14. Installation of software purchased by College on personal devices.
15. Servicing of personal devices with the help of AMC employees.
16. Usage of computer peripherals (printers, scanners etc.) for personal work.
17. Usage of mobile phones in class / lectures
18. Usage of music/ any entertainment at any of the administrative blocks / classrooms/ Exam cell/ library without permission from the authorities.
19. Photography of any material from the college computers, particularly during online exams, practicals & practical examinations.
20. Students are strictly prohibited to bring pen drives, mobiles/camera or any other electronic device into the examination hall / tests.