

Information Technology Services

Incidental Computer Use

Standard



Approved: February 11, 2020

Standard Statement

Incidental personal use of computing resources at Tarleton State University is an exception to the general prohibition against the use of university equipment for anything other than official state business.

Reason for Standard

The purpose of this standard is to describe the exceptions to the general prohibition against use of university equipment for anything other than official state business.

Standards and Responsibilities

1. Incidental personal use of computing resources facilitates the user's proficiency. Incidental Computer Use is defined as:
 - occasional use for personal purposes,
 - of minimal time and duration
 - results in no additional cost to the university, and
 - must not interfere with assigned job responsibilities or be in violation of existing security/access rules.
 2. Except in circumstances where incidental personal use of Tarleton computer resources for outside employment/consulting has been approved, incidental personal use shall not:
 - result in financial gain for the user,
 - be used for business purposes where the business is owned by the employee or the work is done for another business.
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Contact Office

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