

Data User

A data user is any authorized college faculty, staff, or student that accesses, modifies, or handles data.

Information Technology Resource

All aspects associated with management and processing of information. This includes facilities, technologies, and data used for College processing, transfer, storage, and communications. Examples of these resources, include, but are not limited to, computers, networking equipment, telecommunications equipment, electronic mail, electronic information sources, network bandwidth, wireless devices, video communications, IP telephony, College assigned accounts, voice mail, passwords, access controls, storage media, documentation, personal digital assistants.

Safe Computing

Using information technology in a secure manner consistent with its intended purpose. Examples of security measures to be taken, include, but are not limited to, the use of strong passwords that are not easily guessable, are changed regularly and are kept private; the application of all relevant security patches in a timely manner; maintenance of up-to-date virus definitions; backup and protection of important/critical data; security of passwords; protection of data and files.

User

A user is any person, either authorized or unauthorized, who utilizes information technology resources from any location.