

## **University of Nebraska at Kearney Personal/Student Web Page Guidelines**

Students must be familiar with these guidelines when making an [application for their free student web directory](http://www.unk.edu/offices/its.aspx?ekfrm=48046) <http://www.unk.edu/offices/its.aspx?ekfrm=48046>

The responsibility for the creation, design and maintenance of personal or student Web pages lies with the individual whom the page or pages represents. Included in this responsibility is adherence to UNK's guidelines as well as all applicable laws.

Individuals who use UNK-owned resources to create or make accessible Web pages for other than official UNK office, departmental or related organizational use are not allowed to give the impression that theirs are official UNK pages. Therefore, such personal or student web pages are not allowed to use the University's name, logo, affirmative action statement, any copyrighted material, or any other wording or image that would incorrectly give the impression that the page is sanctioned by UNK. The party responsible for such personal or student web pages will be required to provide basic information via the Personal Web Page Registration Form to Information Technology Services. The [Guidelines for the Use of Information Technology Resources at the University of Nebraska at Kearney](http://www.unk.edu/uploadedFiles/offices/ITS/Business_Unit/Policies/guidelines112000.pdf) [http://www.unk.edu/uploadedFiles/offices/ITS/Business\\_Unit/Policies/guidelines112000.pdf](http://www.unk.edu/uploadedFiles/offices/ITS/Business_Unit/Policies/guidelines112000.pdf) and the [Policy for Responsible use of University Computers and Information Systems](http://www.nebraska.edu/docs/president/16%20Responsible%20Use%20of%20Computers%20and%20Info%20Systems.pdf) <http://www.nebraska.edu/docs/president/16%20Responsible%20Use%20of%20Computers%20and%20Info%20Systems.pdf> pertain to personal and student web pages created or made accessible on UNK-owned resources.

### **Web Account Features**

1. Individual web pages will be hosted on a UNK web server while the individual is enrolled or employed at UNK.
2. Each individual will have a page named home.html in their named folder designated as their home page.
3. Client side image maps are supported. Client-side image maps rely on the web browser to interpret the action of the mouse click.
4. Java applets, small self-contained programs included within a web page, are allowed.
5. Log files showing access to personal web pages will not be available, but a counter may be used to keep track of page access on an individual level.
6. The personal web page system will not be backed up. Files deleted or overwritten on the server are not recoverable. To minimize potential loss of information, we strongly recommend that individuals keep a copy of all files on a local hard drive or other media.
7. Access will be terminated and data files removed when the individual terminates his/her relationship with UNK. This may result from graduation or failure to return by students or from termination of employment by employees.

### **Conditions of Use**

Individual server space on UNK's servers is provided as a privilege for your own, personal web pages in order to enhance your educational experience while at the university. This space should not be used to post material on behalf of other parties. Space on official servers is provided for instructional support, registered student organizations, and academic and administrative departments.

University facilities or properties may not be used for personal profit.

Any individual or group who participates in conduct which adversely affects the University community's pursuit of its educational objectives, violates or shows disregard for the rights of individuals within the University community, or damages property will be subject to institutional discipline. Officials charged with enforcement of these regulations shall have the authority in execution of such duties to perform such acts as are required to maintain the security, well-being, and safety of the University community or any of its members.

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