

Administrator Account User Agreement

All faculty and staff machines are set up with a Power User account. By default, and in normal operations, each user will use the Power User account. If the user would like an Administrator account, they will agree to and sign this Administrator Account User Agreement. This form is agreed to and signed by the user and the Director of Computing before a user is given administrative access to their computer.

1. Kalamazoo College licenses the use of computer software from a various outside companies. The College and its departments do not own this software or related documentation. Unless authorized by the software developer, the user does not have the right to reproduce any aspect of the software except for backup purposes.
2. All users within the College shall use software only in accordance with the license agreements and will not install unauthorized copies of commercial software, or otherwise violate the license agreements.
3. No user will install software that would allow others to obtain copyrighted material from their computer without authorization from the copyright holder. This includes "peer-to-peer" or file-sharing software.
4. All users will provide installation codes, serial numbers, and vendor information to Information Services prior to installing software on a College owned computer. Information Services is the designated Software License Coordinator for all computers owned by the College.
5. All users are responsible for keeping their system software updated to prevent security vulnerabilities. Failure to do so could result in the revocation of administrator-level access on computer.
6. All users are responsible for keeping their virus protection software and virus definitions up to date in order to secure the workstation and hence the network at large against viruses, worms, denial of service attacks and the like. Failure to do so will result in revocation of administrator-level access. In the event that the user's workstation is involved in any such events, Information Services reserves the right to remove the workstation from the network and/or void this agreement.
7. No user in the College will install or configure any software that could compromise the security of the user's machine or the College network.

Support Options

When an issue arises with a self-administered workstation, the options for support are as follows:

1. The user may request that Information Services re-image the workstation to resolve a problem. Re-imaging the machine will return the user back to the base Information Services image and will effectively undo any changes made by the user.
2. The user may request that the workstation be restored to the standard image and terminate this agreement.
3. IS will troubleshoot one software problem per month for a maximum of one hour. Additional support for the computer may require for-fee services of a third party. Costs of such services are the responsibility of the user.

Information Services will not be held responsible for preserving users' data while providing the above support options.

I have read the Administrative Account User Agreement and agree to the terms. Please grant me administrative account rights:

Name: _____ Date: _____

I acknowledge receipt of this request:

Director of Computing: _____ Date: _____