

LACKAWANNA COLLEGE

DORM NETWORK POLICY AND PROCEDURES

All resident students are provided with access to a high-speed Internet connection. Connection to this network is done at the students' own risk. The College is not responsible for material viewed or downloaded by users. Lackawanna College is responsible for securing its network and computing systems in a reasonable and economically feasible way against unauthorized access or abuse while making it accessible for authorized and legitimate users. By using any of Lackawanna College's electronic and technology resources, users consent to assume personal responsibility for their appropriate use and agree to adhere to all applicable college policies, local, state, federal, and international laws and regulations.

Equipment Needed

Equipment needed for connection to the dorm network includes a Wireless Network Card or a Network Interface Card (NIC) with a Category 5 or 6 patch cable. Both items are available at the Campus Bookstore, though students may obtain these items elsewhere. Installation of the network card is completely the responsibility of the student. Check your owner's manual before you purchase a network card. Most computers already have one factory installed.

Connecting to the Internet

1. If using a NIC, connect the patch cable from the NIC card jack on the back of your computer to the network jack in your room then turn the computer on. Network cards usually have LED light indicators showing the connection to the network. When your machine starts, you will see these indicators glow to show you have an active connection.
2. If using a wireless connection, connect to public.lackawanna.edu.
3. Open up an Internet browser. You will be prompted for your portal username (ex. `firstname.lastname`) and password. Please note that this is not your student ID number or entire falcons email address.
4. If you receive certificate errors: Open Internet Explorer- click Tools- click Internet Options- click the Advanced Tab. Scroll down to the last section (Security) and uncheck "Check for Server certificate revocation". Click Apply and close then reopen Internet Explorer.

Security

Users are responsible for maintaining the integrity of personal equipment connecting to the College's network. Users are expected to purchase and maintain anti-virus software, such as Norton Anti-Virus, McAfee, Panda, Sophos and others. There are several free anti-virus programs available for personal use. We recommend Microsoft Security Essentials

(http://www.microsoft.com/en-us/security_essentials/default.aspx) or AVG (<http://free-avg.com>). Installing anti-virus software and keeping your virus definitions up to date will protect your PC from damage and loss of valuable data.

Users are strongly encouraged to update and patch their Windows computers regularly on the Microsoft Windows update site. Microsoft "Patch Tuesday" is the second Tuesday of each month. Go to <http://windowsupdate.microsoft.com> for patch and update downloads. You will most likely need to restart your computer every time you install updates from Microsoft.

The high speed access to the World Wide Web is behind a Firewall server, and has been filtered to only allow connection through TCP/IP ports 80 and 443, which are the ports for standard and secure web access. All other TCP/IP ports have been blocked for your safety and protection. Viruses and hackers can and do use other TCP/IP ports to gain access to your computer, or to spread viruses. Another reason is to block the use of Peer to Peer file sharing networks which is a violation of the Federal Digital Millennium Copyright Act. Please refer to the Copyright Policy and Guidelines for further rules & regulations at <http://www.lackawanna.edu/IT>.

Network users are responsible for all traffic originating from their network. Any attempts to read or monitor network information of others ("sniffing") is a violation of the privacy act. Repeat violations will result in the College disconnecting the device from the network. We reserve the right to monitor all network activity, incoming or outgoing, on the dorm network and on all computers internally tied to it. All Web usage is logged by default and can be traced to the machine.

Attempts by individuals to reconfigure the network infrastructure can result in damage to the infrastructure or severe network problems. Examples of this are extending the network with hubs/switches/repeaters, daisy chaining of wiring and the use of non-standard electronics and wiring. The connection and use of individual wireless "Wi-Fi" routers is strictly prohibited. Where damage is found to be caused by an individual, repair costs will be billed accordingly. When a user is encountering problems related to non-adherence to industry and/or Lackawanna College network standards by installing their own wiring and/or electronics, the user risks being removed from the network.

Remember, dorm network access is a privilege, not a right. Please use the privilege in a responsible manner, and you will be able to surf the Web with ease.

Support

If you are experiencing any difficulties with your connection, contact support at support@lackawanna.edu, or call (570) 955-1500.