



ST. JOSEPH'S COLLEGE FOR WOMEN

Kangayam Road, Tirupur - 641 604.

Affiliated to Bharathiar University, Accredited with Grade "B+" by NAAC

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Information Technology Policy

Aim:

To maintain, secure and ensure legal and appropriate use of information technology infrastructure across the campus.

Objectives:

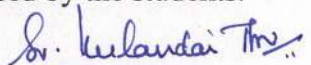
- To establish strategies for safeguarding information assets.
- To guide stakeholders in the usage of computing facilities
- To outline acceptable and prohibited actions.

Practices:

- The College safeguards databases and institutional data, restricting distribution to internal College purposes only.
- Computers are assigned IP addresses by system administrators to ensure smooth and secure access of IT resources.
- Wi-Fi facilities are available for the students and faculty.
- Technical Staff maintain IT hardware installation and software maintenance, responding to requirements submitted by the HODs based on academic needs.
- Procurement and maintenance procedures are outlined, including updates to stock and movement registers.
- Email accounts are provided primarily for academic and official purposes, with limited personal use permitted.
- The College website serves as a platform for academic and administrative information, maintained by a dedicated committee. Content must be accurate, up-to-date and conform to college guidelines. Departments and associations may have official web pages, subject to adherence to college guidelines.
- Requests for data access and information must adhere to college protocols, with data directly identifying individuals withheld from external entities.
- E-waste is managed through repairs, recharging, exchange, and safe disposal practices through NGOs.
- Adequate firewall is installed to ensure the digital materials used by the students.


PRINCIPAL
ST JOSEPH'S COLLEGE FOR WOMEN
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Secretary
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Kangayam Road,
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