

明志科技大學
MING CHI UNIVERSITY OF TECHNOLOGY

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校園網路使用規範
Campus Network User Directions

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校園網路使用規範
Campus Network User Directions

91 年 12 月 24 日行政會議編訂

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第一條 規範目的

為充分發揮校園網路(包含教職員生宿舍網路)功能，以提供教學、學術研究活動及行政應用服務為目的，並為普及尊重法治觀念，以促進教育及學習，提供網路使用者可資遵循之準據，依據教育部核定之「教育部校園網路使用規範」及「臺灣學術網路管理規範」，訂定「校園網路使用規範」(以下簡稱本規範)。

Article 1 Purpose of Directions

To give full play to the functions of the campus network (including the network of school staff and student dormitories) for the purpose of providing teaching, academic study, and administrative application services, and to popularize the concept of respect for the rule of law, to promote education and learning, providing network users with the basis for compliance, the “Campus Network User Directions” (hereinafter referred to as the “Directions”) are formulated in accordance with the “Ministry of Education’s Campus Network User Directions” and the “Taiwan Academic Network Management and Norms” approved by the Ministry of Education.

第二條 尊重智慧財產權

網路使用者應尊重智慧財產權並應避免下列可能涉及侵害智慧財產權之行為：

- 一、使用未經授權之電腦程式。
- 二、違法下載、拷貝受著作權法保護之著作。
- 三、未經著作權人之同意，將受保護之著作公開於網站上。
- 四、BBS 或其他線上討論區上之文章，經作者明示禁止轉載，而仍然任意轉載。
- 五、架設網站供公眾違法下載受保護之著作。
- 六、其他可能涉及侵害智慧財產權之行為。

Article 2 Respect for Intellectual Property Rights

Network users shall respect intellectual property rights and avoid the following actions that may involve infringement of

intellectual property rights:

1. Use of unauthorized computer programs.
2. Illegal download and copy of works protected by the Copyright Act.
3. Publishing protected works on the website without the consent of the copyright owner.
4. Reprinting the articles on BBS or other online discussion forums which have been expressly prohibited from being reproduced by the author.
5. Setting up a website for the public to illegally download protected works.
6. Other acts that may involve infringement of intellectual property rights.

第三條 禁止濫用網路系統

網路使用者不得有下列行為，各項行為如有涉及不法情事者，使用者應依相關法令規定自負法律責任：

- 一、利用學校之網路資源從事非教學研究等相關之活動或違法行為。
- 二、無故將個人登入帳號及密碼借予他人使用
- 三、以破解、盜用或冒用他人帳號、密碼、認證資訊等方式，未經授權使用網路資源。
- 四、隱藏帳號或使用虛假帳號。但經明確授權得匿名使用者不在此限。
- 五、非法取得、刪除或變更他人電腦或其相關設備之電磁記錄。
- 六、散布電腦病毒或其他干擾或破壞系統機能之程式。
- 七、擅自截取網路傳輸訊息。
- 八、窺視他人之電子郵件或檔案。
- 九、以任何方式濫用網路資源，包括以電子郵件大量傳送廣告信、連鎖信或無用訊息，或以灌爆信箱、掠奪資源等方式，影響系統正常運作之行為。
- 十、以電子郵件、線上談話、電子佈告欄或其他類似功能之方法，從事散布謠言、詐欺、誹謗、侮辱、猥褻、騷擾、威脅、非法軟體交易或其他違法之資訊。
- 十一、其他不符校園學術網路設置目的之行為。
- 十二、為防杜電腦資料因使用 P2P(Peer-to-Peer)檔案分享軟體後，發生洩密情事或侵犯他人智財權，校園網路將全面管制 P2P 服務，全校教職員生(含宿舍區域)有使用需求者，則需依所處區域填寫「校園網路 P2P

服務申請表」(表號：A073010111)提出申請。若有疑似侵權案例，則依照本校「校園網路智財權疑似侵權處理程序」辦理。

Article 3 Prohibition of Abuse of Network System

Network users shall not engage in any of the following behaviors. For any of the behaviors involving illegal events, the users shall bear legal liability in accordance with relevant laws and regulations:

1. Using the school network resources to engage in non-teaching and non-research related activities or illegal acts.
2. Lending a personal login account and password to others for no reason.
3. Unauthorized use of network resources by means of cracking, embezzling or fraudulently using other people's accounts, passwords, authentication information, etc.
4. Hiding accounts or using fake accounts. This does not apply to the anonymous users who have been expressly authorized.
5. Illegal acquisition, deletion, or alteration of electromagnetic record on other people's computers or related equipment.
6. Distributing computer viruses or other programs that interfere with or destroy system functions.
7. Unauthorized interception of a network transmission.
8. Spying on others' emails or files.
9. Abusing network resources in any way, including sending a large number of advertising letters, chain letters or useless messages by e-mail, or overfilling mailboxes, plundering resources, etc., affecting the normal system operation.
10. Engaging in spreading rumors, fraud, defamation, insults, obscenity, harassment, threats, illegal software transactions or other illegal information by means of emails, online chats, electronic bulletin boards or other similar functions.
11. Other behaviors that are inconsistent with the purpose of setting up the campus academic network.
12. To prevent data leaks or infringement of intellectual property rights of others because of the use of P2P (Peer-to-Peer) file sharing software, the campus network will fully control the P2P service. All school staff and students (including dormitory areas) who need to use the said network should fill in the "Campus Network P2P Service Application Form" (Form No.: A073010211) according to the region for application. Suspected infringement incidents shall be settled in accordance with the school's "Procedures for Handling Suspected

Infringement of Intellectual Property Rights in Campus Network”.

第四條 網路之管理

本校圖資處與「資訊委員會」，負責執行本規範之內容，其有關網路之管理事項如下：

- 一、訂定網路使用規範，以規範並引導使用者正確使用網路資源。
- 二、訂定資通安全防護之標準作業程序，並採取適當之措施以維護網路安全。
- 三、訂定校園網路智財權疑似侵權處理程序，保護智慧財產權。
- 四、訂定各式網路應用服務之相關管理辦法。
- 五、對網路使用與流量作適當之區隔、管控與記錄，並合理使用網路資源。
- 六、宣導網路使用之相關規範與辦法。
- 七、對於違反本規範或影響網路正常運作者，得暫停該使用者使用之權利。若遭停權，然而有學術研究或教學使用上之需求，可以填寫「校園網路疑似侵權說明表」(表號：A073070104)提出申請使用，再由電算中心評估審核。
- 八、BBS 及其他網站應設置專人負責管理、維護。違反網站使用規則者，負責人得刪除其文章或暫停其使用。情節重大、違反校內規定或法令者，並應轉請相關單位處置。
- 九、其他有關校園網路管理之事項。

Article 4 Network Management

The School's Office of Library and Information Services and the "Information Committee" are responsible for implementing the Directions herein. The management matters related to the network are indicated as follows:

1. Formulating Network User Directions to regulate and instruct users to correctly use network resources.
2. Formulating standard operating procedures for information security and taking appropriate measures to maintain cybersecurity.
3. Formulating Procedures for Handling Suspected Infringement of Intellectual Property Rights in Campus Network to protect intellectual property rights.
4. Formulating relevant management regulations for various

network application services.

5. Appropriately separating, controlling, and documenting network usage and traffic, and reasonably using network resources.

6. Publicizing relevant guidelines and measures for network use.

7. For those who violate the Directions herein or affect the normal operation of the network, the users' right to use may be suspended. If the said right is suspended, while there is a need for academic research or teaching use, they can fill in the "Explanation Form for Suspected Infringement on Campus Network" (Form No.: A073070104) to apply for use, and the Computer Center shall evaluate and review the application.

8. BBS and other websites shall have special personnel to be responsible for management and maintenance. For those who violate the rules of website use, the person in charge may delete their articles or suspend their use. If the circumstances are serious and violate school regulations or laws, it should be transferred to the relevant agency for punishment.

9. Other matters related to campus network management.

第五條 網路隱私權之保護

權責單位應尊重網路隱私權，不得任意窺視使用者之個人資料或有其他侵犯隱私權之行為。但有下列情形之一者，不在此限：

- 一、為維護或檢查系統安全。
- 二、依合理之根據，懷疑有違反學校相關規定之情事時，為取得證據或調查不當行為。
- 三、為配合司法機關之調查。
- 四、其他依法令或業務上有正當公務之需求，如管理、統計與分析或稽核等。

Article 5 Protection of Internet Privacy

The competent agency shall respect the Internet privacy rights and shall not arbitrarily spy on the personal data of users or engage in other acts of privacy infringement except for any of the following situations:

1. To maintain or check system safety.
2. To obtain evidence or to investigate misconduct when suspecting that there is a violation of relevant regulations of the school based on reasonable grounds.
3. To cooperate with the investigation of the judicial authority.
4. Other legitimate public affairs needs, such as management, statistics and analysis, or audit, according to laws and

regulations.

第六條 違反校園網路使用規範之處分

- 一、網路使用者違反本規範者，將受到下列之處分：
 - (一)停止使用網路資源。
 - (二)接受校內相關法令之規範或處分。
- 二、依前兩項規定之處分者，其另有違法行為時，行為人尚應依民法、刑法、著作權法或其他相關法令負法律責任。

Article 6 Punishment for Violating Campus Network User Directions

1. Network users who violate the Directions herein shall be subject to the following penalties:
 - (1) Stop using network resources.
 - (2) Be punished under relevant regulations or sanctions in the school.
2. For those who are punished in accordance with the provisions of the preceding two paragraphs, the perpetrator shall bear legal liability in accordance with the Civil Code, Criminal Code, Copyright Act or other relevant laws and regulations in the event of another illegal act,.

第七條 處理原則

- 一、教職員生如有違反本規範之行為，經查證屬實，教師逕提教評會依規定議處，職員逕提人評會依人事規定議處，學生則提報學生獎懲委員會依規定懲處。
- 二、如違反本規範之行為人對於處分有異時，應依正當法律程序或相關程序，提出申訴或救濟。處理相關申訴或救濟程序時，應徵詢「資訊委員會」或本校法律顧問之意見。

Article 7 Principle of Process

1. If the school staff or students violate the Directions herein and are verified to be true, a disciplinary action against the teacher shall be taken by the Teacher Evaluation Committee according to the regulations, a disciplinary action against the staff member shall be taken by the Personnel Evaluation Committee in accordance with the personnel regulations, and a disciplinary action against the student shall be taken by the Student Rewards and Disciplinary Committee in accordance with the regulations.
2. If the violator hereto disagrees with the punishment, he/she may file a complaint or claim a remedy in accordance with due legal process or relevant procedures. The Information Committee

or the school's legal counsel should be consulted when dealing with relevant complaints or remedy procedures.

第八條 實施與修訂

本規範經行政會議通過，陳請校長核定後公佈實施，修訂時亦同。

Article 8 Implementation and Amendment

The Directions shall be passed by the Executive Council and will be enacted and become effective after the approval of the principal. The same shall apply to any amendments to the Procedures.

校園網路 P2P 服務申請表

本表一式一聯，電算中心審核後，複印乙張通知申請人

申請人		填單日期	
身分別	<input type="checkbox"/> 教職員 <input type="checkbox"/> 學生	工號(學號)	
申請區域	<input type="checkbox"/> 教學行政： 系館(大樓) 實驗室(教室、研究室) <input type="checkbox"/> 學生宿舍： 宿舍 寢室 床位 <input type="checkbox"/> 教職員宿舍： 宿舍 門牌號碼		
申請開放之 IP			
申請使用日期	自 年 月 日 至 年 月 日		
聯絡方式	學校 Email：		校內分機：
申請項目	<input type="checkbox"/> 申請 <input type="checkbox"/> 取消 P2P 服務名稱：_____		
申請事由	<input type="checkbox"/> 研究或教學需求 <input type="checkbox"/> 其它(請說明)_____		
配合事項	<input type="checkbox"/> 我已閱讀並且願意遵守校園網路及智財權相關規範 <input type="checkbox"/> 我已閱讀並同意下列規則 <ul style="list-style-type: none"> ●配合電算中心管理，安裝防毒軟體及定期自我檢查電腦安全 ●電算中心若有變更，訊息將遞送至使用者校內電子郵件信箱 		
單位主管 (導師/指導老師)		申請人	
電算中心審核	<input type="checkbox"/> 核准 列管編號：_____ <input type="checkbox"/> 不核准審核說明：		
圖資處 處長		組長	經辦

表號：A073010111

