



DICAM

DEPARTMENT OF CIVIL, CHEMICAL, ENVIRONMENTAL AND MATERIALS ENGINEERING

Computer Security

update May 17, 2016

Computer Security

The use of personal or departmental computers, when connected to the wired network, is allowed only if the following rules are observed:

1. Computers inventoried Dicam **MUST** be joined to the university domain and the access is permitted **ONLY** via institutional credentials;
2. Users can not change the computer network configuration (IP address, Host name, etc) or remove the computer from the domain which was joined;
3. If one or more of the following operations are performed on the computers, the user in charge of the computer is required to report changes to information technology (IT) staff, that will track these updates:
 - 2.1) installation of new operating system;
 - 2.2) placement in different location (new office, CED, etc.);
 - 2.3) replacement of the network card;
 - 2.4) disposal of the computer
4. Users may not transfer to others (even if it is for a limited amount of time) the IP address, unless they notify it to IT staff. IT staff keeps track of the association IP ↔ person who has been assigned IP address (called IP Responsible);
5. IP Responsible must notify any unused IP address (for example, as a result of transfers or terminations of employment appointment);
6. It is forbidden to change computer name (host id);
7. It is forbidden to install unlicensed software;
8. It is forbidden to install peer to peer and/or BitTorrent softwares (eg, eMule, Kazaa, LimeWire, etc ...);
9. The use of Skype is allowed only if users install the security patch, that prevents computers to become supernode. The patch is downloadable from "Spazi virtuali" website:
<https://svc.unibo.it/dipartimenti/DICAM/ServiziInformatici/default.aspx>
in the "Raccolte" -> "Documenti" of the "Servizi informatici" section or it is available from IT staff;
10. the personal firewall on the computer must **ALWAYS** be on;
11. the operating system must **ALWAYS** be kept updated;
12. computer connected to the wired or wireless University network system **MUST** have the antivirus software Sophos provided free of charge by the University of Bologna for its employees and students. If you have installed another licensed antivirus software, at expiration, it's required to install Sophos.

<https://spazivirtuali.unibo.it/cesia/Operativita/Servizi/Servizio32.aspx>

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The University regulations about personal data treatment and about use of computer networks and equipment is called "**Testo Unico sulla Privacy e sull'Utilizzo dei Sistemi Informatici**". The Italian version is available on NormAteneo Bologna University website:

http://www.normateneo.unibo.it/NormAteneo/Testo_Unico_Privacy_Utilizzo_Sistemi_Informatici.htm

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