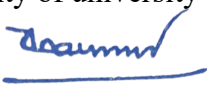## IT Policy for Madhya Pradesh Bhoj Open Universities

With the increasing reliance on technology, the need for a comprehensive IT policy has become essential. The policy below aims to guide the effective and responsible use of technology, safeguard university data and systems, and promote good work practices.

Core Values:

1. Accessibility: Technology used by the university should be accessible to everyone, regardless of any disabilities they may have.

2. Security: University technology assets should be adequately secured to restrict unauthorized access while ensuring the privacy of its members' data.

3. Innovation: The university is committed to exploring the latest technology trends and adopting innovative approaches to support learning, research, and management operations.

4. Collaboration: The university promotes collaboration and teamwork to facilitate the effective use of technology tools and resources.

Policy Guidelines:

1. Acceptable Use: The university's IT resources must only be used for appropriate academic and administrative purposes. Users are expected to act with due diligence and follow legal and ethical standards when using IT resources.

2. Data Security and Privacy: To safeguard university data, all IT resources must be protected against unauthorized access, hacking, and malware. There needs to be a protocol to specify the ways to secure the data, outlining encryption, password security, backups, and removal of data for employees that leave the university.

3. Management of Devices: All devices used on the premises, from computers to mobile phones, must comply with policies established to protect the security of university data and resources.

कुलसचिव

म.प्र. भोज (मुक्त) विश्वविद्यालय

राजाभोज मार्ग (कोलार रोड)

भोपाल

4. Cloud Computing: University personnel can use cloud computing stores and applications, with specified guidelines and security precautions implemented to protect data.

5. Social media: The university actively encourages the use of social media to support exchanges. Guidelines need to be specified regarding the appropriateness of the content, official and personal use, and the risks and responsibilities of users in managing social media platforms.

6. Copyright and Intellectual Property: The university's approach to copyright and intellectual property law outlining the legal and ethical responsibilities of users need to be articulated.

7. Compliance and Consequences: Non-compliance with the IT policy's provisions can lead to disciplinary action, warning, or withdrawal of access rights, which extends to theft or misuse of technology resources and privileged information.

8. Procurement of hardware: The procurement of the hardware shall be as per government norms.

9. Review: The policy shall be regularly reviewed and updated to ensure that the university's technology resources support instructional, research, and administrative missions while avoiding violations against ethical and legal codes.

कुलसचिव
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