**Copyright Law: What is it?**

Copyright law is a form of protection grounded in the United States Constitution. Federal law (Title 17, U.S. Code) provides authors of original works of authorship (including literary, dramatic musical, artistic, and certain other intellectual works) with protection against unwanted use and abuse of their original pieces of work.

**Why you should comply**

The Copyright Act is a federal law. Violation of any law is also a violation of University Policy and the Acceptable Computer Use Policy (UBPPM 2500). Violations of UNM policy can result in sanction up to and expulsion or termination from UNM. Civil and/or criminal actions may also be pursued due to copyright violations.

**You may be breaking the law if:**

- You share copyright-protected files without author permission.
- You install or use commercial software without paying required license fees.
- You use software designed to circumvent copyright protected multimedia, files, software, etc.

**Computer Security Checklist**

These are some recommended actions that will result in a more secure computing environment for both you and the UNM campus.

- Enable automatic updates for your operating system (OS) and manually check updates for your OS weekly.
- Make sure your Windows Administrator account name is not “Administrator” and make sure a Guest Account login is not enabled.
- You have a strong password for your UNM NetID and for other accounts that require a password.
- Your screensaver locks your computer when it has been idle for a designated amount of time and requires a password to unlock.
- You have installed antivirus and antispyware software on your computer and regularly check for program updates and definition files and regularly scan your computer’s hard drive to remove viruses and spyware.
- You are cautious with email attachments and you never open any unsolicited or unknown emails or attachments.
- You change your passwords periodically and you do not use your UNM NetID password for external sites such as Facebook, MySpace, Twitter, Yahoo, Gmail, . . . etc.

For more information about computer security please call Information Assurance at 505.277.0903, email security@unm.edu, or visit our web site it.unm.edu/security.
IT Security

As members of the UNM computing community we all share a responsibility to help keep computing resources safe and available for use. IT protects privacy to excuse ethical and legal computer use for all. Information Assurance assists local, state, and Federal agencies in the prevention of legal issues as well as the prosecution of illegal usage of UNM computing resources.

Security Violations

If your UNM NetID account is compromised or is used in violation of UNM’s Acceptable Use Policy your account may be blocked from network access and you may be unable to access NetID services. Such violations include infringements of intellectual property rights and other copyright infringements.

The Acceptable Use Policy may be found by following this link
unm.edu/~ubppm/ubppmanual/2500.htm

Passwords

These are some recommended actions that will result in a more protection and security for your identity while using UNM computing services.

- Enable locking screensaver when away form your computer
- Do not share your password with anyone. It is a violation of UNM policy to share this information
- You are required to change your NetID password every 180 day (approximately six months) after the creation or latest alteration of your password
- If you forget your password the NetID Challenge/Response feature will allow you to answers a series of questions to reset your password. This can be found at http://netid.unm.edu
- Create a strong password that contains letters surrounding at least one numeral or one special symbol.
- Use mnemonic devices to help you remember your passwords. Mnemonics are formulas or rhymes that make memorization easier. e.g., “My four children are wonderful when they sleep” to help you remember M4cawwts.
- Create separate ID’s and passwords for the other sites your visit, such as Myspace or Facebook. Do not use your UNM NetID as password for non-UNM sites.

To manage your UNM NetID and password please visit http://netid.unm.edu .

Spam

IT uses spam-filtering software on the UNM email system. These filters are designed to limit spam, also known as junk mail, that is distributed to individual email accounts. Unfortunately, it is nearly impossible to fully eliminate spam. Here are several steps to take to help prevent this nuisance.

- Never open, reply to, or click on the Remove or Unsubscribe links in a spam message.
- Use a separate email address for online activities such as :
  - Banking or financial transactions
  - Personal communications
  - Work related correspondences
- Only share your UNM email address with people you know and trust.

Student info and Fastinfo

To answer any other question you may have about UNM computing or IT services please go to either http://studentinfo.unm.edu or http://fastinfo.unm.edu. Click on Complete Database and locate the Find These Words field box. Here you can type in your inquiry and select from the questions that resemble the question that you might have. Additional information may be found by logging on to the following:

Student resident center help - unm.edu/~resnet

IT Information Assurance - it.unm.edu/security

You can also contact IT Information Assurance by email at security@unm.ed or by telephone at 505.277.0903