

Box Acceptable Use Policy at the University of Utah

Box.com is cloud storage that provides users with the ability to easily store, access and share files and folders anywhere they can connect to the Internet.

As a user of the University's Box Service, you are responsible for all data and content that you upload to the Box Service or otherwise create using the Box Service (collectively, "Data"). In addition, YOU AGREE TO ABIDE BY THE FOLLOWING RULES IN CONNECTION WITH YOUR ACCESS TO AND/OR USE OF THE BOX SERVICE:

- You agree that your usage characteristics and stored data are subject to review at any time by University information security staff for purposes of ensuring compliance with University policies.
- The Information Security Office has approved the use of the University's Box.com installation for storage of Restricted data (including HIPAA and FERPA data), in accordance with relevant privacy laws and subject to appropriate usage as outlined in this policy.
- You may store your own Personal Data on your Box account. Your personal data is defined as data that you have created and that you own that is not subject to any federal or state regulations, intellectual property or copyright laws. Examples of Personal Data can include pictures, class notes, homework, and your own documents or spreadsheets. **If you choose to store your Personal Data on the University's Box Service, you fully acknowledge the University reserves the right to monitor and record the usage of the University's Box Service to identify data the University deems Restricted or Sensitive in order to ensure that this type of data is being shared in secure and compliant methods. The University reserves the right to remove any content that violates this policy without prior notification.**
- The University's Box Service is primarily for University purposes and as such will follow the same de-provisioning rules as other systems when an individual is no longer affiliated with the University.
- You will not attempt to install or use unauthorized third party applications for Box. Please see the list of authorized third party applications for Box.
- You will not share passwords or devices or otherwise authorize any third party to access or use the Box Service on your behalf.
- You will not engage in unlawful, fraudulent or illegal activity, including unauthorized access or unauthorized use of the Box Service or any accounts, computers or networks related to the Box Service.
- You will not attempt to access or view any information that you are not authorized to access or view.
- You will not use the Box Service to breach or violate any confidentiality obligations, security controls or privacy requirements, including, without limitation, by collecting or harvesting confidential information.
- You will not use the Box Service to misappropriate or violate the rights of any third party, including, without limitation, using the Box Service to store, send, or make available materials protected by intellectual property rights of third parties without the permission of the owner of the intellectual property rights, unless otherwise permitted by applicable law.

- You will not damage, disrupt, interfere with, diminish, or render inaccessible or unusable the Box Service, the Site or others' equipment or software or others' data, communications or use of the Box Service, or attempt to do so, or encourage or assist others to do so.
- You will not initiate a denial of service attack from or against the Box Service or release a virus, Trojan horse, worms or other malware or spyware from or against the Box Service.
- You will not use the Box Service to perpetrate a hoax or engage in phishing schemes or forgery or other similar falsification or manipulation of data.
- You will not use the Box Service to abuse, harass, stalk, threaten, or otherwise violate the legal rights of others.
- You will not take any action that encourages or assists others in engaging in any acts prohibited under this Agreement (including, without limitation, providing others with the ability to access data they should not be able to access).
- You will abide by reasonable administrative directives issued by Box from time to time concerning the access or use of the Box Service.
- If you are found to be in violation of the Box.Net Acceptable User Agreement, the University may take disciplinary action, including restriction of and possible loss of computing privileges or more serious consequences, up to and including suspension, termination, or expulsion from the University. You may also be subject to federal, state and local laws applicable to the prohibitions set forth in this Agreement.
- If you have any questions about this agreement please contact the Chief Information Security Officer or the University IT or ITS Help Desk.