NADI Access Agreement

Since this information keeps getting lost between each new set of officers, I'm writing up a very specific very detailed list of instructions and responsibilities for the use and maintenance of the Web page system located on nadi.

The first thing I suggest on the web page is a new section called something like "officersDocumentation" This section would include documents such as this as well as other documents that you need historic access to. That way it doesn't get lost every year.

Limitations and Responsibilities for Access to nadi

1) It is the responsibility of the outgoing officer to preserve this document and hand it off to the incoming officer responsible for web page maintenance. The incoming officer will print this page out, and sign it, handing it to me when I will tell them what the password is.

2) The use of nadi is a privilege and not a right of any particular person or the club in general. This privilege may be revoked from any individual user, and the club in general at any time.

3) Nadi is the property of Cal Poly ITS, and as such, any unauthorized use or exploitation of it will be punishable by; Cal Poly Judicial Affairs, and Cal Poly Public Safety as laid out in the ITS Security guidelines as well as Section 502 of the California Penal Code. This machine has secure Cal Poly information on it. Unauthorized access or use of items on this machine is covered by both federal and state laws.

Cal Poly and I will prosecute any infractions on the machine.

4) The designated webmaster for the fencing club ALONE is authorized to access and use the machine, and only for the purposes of website development. Every connection and keystroke on this machine is logged. By connecting to this machine you agree to monitoring, as well as agreeing to all guidelines and limitations as laid out in this document.

Allowing any other individual besides the designated webmaster to access the machine is punishable as listed above.

5) Access to nadi will be limited to web page http/https access

6) Further access is allowable for the sole reason to edit/upload/and download the webpage in /home/cmazur/public_html. Further access must be limited to SSH and SCP only. There will be no telnet, FTP, or any other kind of access attempts made on the system.

7) Users will restrict their actions to the directory and subdirectories of /home/cmazur. NO OTHER ACCESS TO THE SYSTEM IS ALLOWED.

8) Use of this system is limited to development of the webpage for Cal Poly Fencing ONLY. No other WebPages or content will be put up.

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Web Page Maintenance

1) All pages must use strict static html only.  There will be no
running or calling of any scripts, CGI, or Java code. Do NOT use Java,
Flash, CGI's, Dreamweaver extensions etc.

2) All updates shall be made to the cmazur account, to see your
development site you may browse to http://nadi.calpoly.edu/fenceMirror.
You must use the username 'officers' and the password 'fofficers'.
Again this password is ONLY for active officers, and not to be used by
any other party, and only for the fencing club website

3) All links must be RELATIVE links.

4) When you are ready, have the officers review changes and approve.

5) After the president approves any changes on the site, they will send
an email to me stating the changes are approved.

6) After approval the webmaster designate will send me an email with
the form which files need to be moved over using clear directory and
file naming conventions.

example:

Please update the following files

~cmazur/public_html/index.html
~cmazur/public_html/dir1/stuff.dat

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David K. Grant              Voice : (805)756-0186
Data Coordinator            Fax   : (805)756-7669
Application & Info Mgmnt     Email : dkgrant@calpoly.edu
California State Polytechnic Web   : http://www.calpoly.edu/~dkgrant
San Luis Obispo, CA 93407
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Signed: _____   Date: _____
Name: _____