



E-Code of Conduct

E-Communications Policy

In order for students to get the most benefit from their studies, it is important that all students read and understand DIME's E-Code of Conduct Policy and the regulations herein. Key course information is provided on an online portal called Canvas. This section will outline the main areas of use within Canvas, and highlight areas where the student will be expected to engage outside of the environment.

All students will be introduced to Canvas during induction, prior to the commencement of their studies.

E-Code of Conduct

The spirit of DIME online communication should be characterised by support, positivity and team spirit.

The following rules and regulations apply to all modes of online communication used by a student as part of their studies at DIME, including e-mail, instant messaging, social networks, Skype/video conferencing, and online forums and discussion boards.

Rules and regulations for DIME online communication

It is deemed an offence to:

- Post any content that is offensive, defamatory, discriminatory or harassing;
- Initiate or partake in online or offline bullying (defined as teasing, undermining or in any other way causing deliberate personal distress to another);
- Intentionally view or distribute pornographic or obscene content or any other content that may reasonably be thought to potentially cause distress to others;
- Upload material owned by another and protected by copyright (where in doubt, students are advised to contact their Module Leader).

Students are reminded that an e-mail that is thought to be private can be quickly circulated to many people, both within and outside the organization, and so should not contain anything that contravenes the above.

Any student who commits one or more of the above offences will be subject to DIME's disciplinary procedure.

Remember:

- Keep your user account details confidential. Do not give your user ID and/or passwords to fellow students, staff, friends or family.