

# **Terms and conditions**

when accessing this website, you accept and agree to the following terms and conditions.

## **Definitions**

The **University of Greenwich** is situated in London, England in the United Kingdom. The term 'the University of Greenwich' or '**the University**' shall include, without limitation, its Faculties, learning resource and organizational units.

The 'University network' means any resources which are used for the transmission or reception of any data (including speech, email, audiovisual, web content or any other types or formats of data), which are owned or operated by or on behalf of the University

'University services' is the services provided by the University. It's used by the public and members by means of access or collaboration with, the University network. This involves any applications, information, services or facilities (either accessed directly or indirectly via the University network), email, web applications, computing facilities

## Access

The University network and University services are available only to University staff, University students, University alumnae, alumni and/or other authorised University users. The use of this website is subject to the University's Computer and IT Support.

Although the University main goal is to make these services (including the website) available 24 hours a day, it reserves the right to suspend or withdraw access, without notice, to either the whole or part of these services, for any reason.

Users who are provided with, personal information as part of our security procedures must treat such information as confidential and should not disclose it to any third party. For additional support users must see **Computer and IT support**.

# **Accessibility**

The University is committed to making its website as accessible and usable as possible, irrespective of the browser or platform used.

## **Cookies**

#### Use of cookies

The University is required to provide clear information, informing people how it makes use of cookies on its websites, and to provide details on how individuals can opt out of using those cookies, if they so choose.

#### What are cookies?

Cookies are normally small text files that are stored on the hard drive of a computer (or a mobile device). These files are used by Internet browsers, and they can normally be found in the directory/folder that was created on a computer when the internet browser was installed.

### What type of information is contained within cookies?

Cookies generally do not hold much information other than the unique address of a website (the URL) that created the cookie, the duration of the cookie's abilities and effects, and a random number. This information is minimal and normally it cannot be used to reveal a person's identity or any other personally identifying information. However, some website providers make increasingly sophisticated cookies to market products and services by creating a profile of people's use of the internet (for example surfing habits). The University **does not** make use of these targeting cookies or advertising cookies.

#### Do users need cookies?

No, user can restrict or block the cookies which are set by the University, by amending the browser settings. Most browsers can be configured to refuse cookies, or to provide a warning before they are accepted by a computer. The help functions within user's browser should state how to configure it to refuse cookies or to alert users to their use.

Users should be aware that the University of Greenwich uses cookies to enhance the online experience. Disabling cookies when using the website will mean that users will not be able to enjoy and take full advantage of the University website's functionality and services.

### Use of cookies by the University of Greenwich

when using the university website, users agree that the University can place these types of cookies on the device(s) that users use to engage with the website.

### Third party cookies

The University uses a range of external services within its website, such as YouTube and Twitter. These third-party cookies fall into the **functionality cookies.** when using the University website, users agree that the organisation can place these types of cookies on the device(s) that is use to engage the website.

The University is aware that the following third-party services make use of **functionality cookies**:

Using the services provided by the third parties listed above, from the University website users are likely to then come into contact with the cookies that those providers make use of. These third parties provide details of how to opt out of using the cookies that they make use of, from their own websites.

#### **Management of cookies**

The University will normally make use of cookies categories:

- 1. Strictly necessary cookies
- 2. Performance cookies
- 3. Functionality cookies

Use of the fourth category of cookie (targeting or advertising cookies) will be by exceptional circumstances only. When using targeting or advertising cookies the University will always seek consent prior to a cookie falling within that category being made available on a device.

# Copyright

Unless stated otherwise, the copyright and other intellectual property rights in all text, images and other material on this website are owned by the University of Greenwich or its licensors and may not be reproduced without prior written permission.

# **Data protection and privacy**

The University of Greenwich recognises that **personal privacy** is an important issue, and we support the protection of internet privacy as required by UK legislation.

The University of Greenwich is legally obliged to comply with the provisions of the **Data Protection Act 1998**. For more details see the University's **Data Protection Policy**.

Any personal details collected through this website and provided by the user will be processed in accordance with the Act and will only be used for the purpose stated at the time we request it. The University will not sell, license or trade your personal information to others. This organisation do not provide your personal information to direct marketing companies or other such organisations.

The University maintains logs of its servers' activity. These **server log files** of every computer used to access the University website are used to analyse usage of the University of Greenwich website.

## **External website**

Any links to external websites provided by this website have been included for convenience only.

The provision by the University of a link to another website does not constitute any authorisation by the University to you to access materials or services held at that location.

# Governing law and jurisdiction

These terms and conditions shall be governed by and interpreted in accordance with the laws of London and any disputes that may arise will be subject to the jurisdiction of the London courts.

Users are responsible for compliance with any applicable laws of the country from which the user are accessing this website.

If any provision of these terms shall become or be declared illegal, invalid or unenforceable for any reason, such provision shall be divisible and shall be deemed deleted from these terms.

# Hosting

The University operates this website from London, England and makes no representation that the information contained herein is appropriate or available for use in other locations outside the United Kingdom. Host are responsible for compliance with any applicable laws of the country from which you are accessing the website.

# Liability

Fully permitted by law, the University will not be held liable for any direct, indirect or consequential loss or damage arising out of the use, reliance upon content, delay, variation or failure in the provision of information held on these pages.

The University takes all reasonable steps to ensure that the University services and the University network are error and virus free, every effort is made to ensure downloadable content is free from viruses. The University accepts no liability for damages resulting from virus infection.

# **RSS** feeds

By downloading or using a University of Greenwich RSS Feed, users agree to be bound by the terms of the following licence (the "Licence Terms").

The University of Greenwich (the "University") may amend the Licence Terms from time to time and users should therefore review the Licence Terms each time account holders will occasionally download the RSS Feed.

### Copyright

Unless stated otherwise, the copyright and other intellectual property rights in all text, images and other material within an RSS Feed are owned by the University of Greenwich and may not be reproduced without prior written permission.

#### Disclaimer

On release every reasonable effort is made to ensure that the content of the University's RSS Feeds are accurate and up-to-date, all content, services and materials are provided "as is" and the University reserves the right to amend, add to or remove these at any time.

While the University tries to make RSS Feeds available 24 hours a day, it reserves the right to rename, suspend or withdraw access, without notice, to either the whole or part of these services, for any reason.

#### Licence

The university Licence Terms, grants users a free, non-exclusive, non-transferable, non-sublicensable licence to display on the website (the "incognito") the headlines, links and other information or materials that users select to receive from the University via the RSS Feed ("University Content").

Except as expressly set out in these Licence Terms, users do not gain any ownership rights over the University Content or the RSS Feed. Users may not use any University crest, logo or trademark on their website without the University's specific and written consent. Nothing in these Licence Terms shall be treated as giving any such consent.

### Relationship with the University's website terms and conditions

The terms set out in the University's Website Terms and Conditions document apply to the RSS Feed in addition to these Licence Terms. If there is any conflict between the Terms and Conditions and the Licence Terms, the Licence Terms shall prevail.

### Use of the RSS feed

- 1. Users may not use the RSS Feed or display any University Content on any Website that displays or contains information in the following categories:
- information that the University considers is likely to incite hatred or that constitutes or encourages discrimination based on race, ethnicity, sexuality, gender, religion, political affiliation, social class or otherwise;
- information that promotes, facilitates or condones anti-social behaviour;
   criminal or illegal behaviour; intimidation; violence, terrorism; vigilantism; or
   that risks UK national security;
- information that is misleading, defamatory, pornographic or actionable at law:
- Users must not pass off University Content as Their own or anyone else's and must ensure that the University is clearly credited for University Content on their Website. Accreditation should be "From the University of Greenwich"; under no circumstances should the University be referred to as "Greenwich University".
- 3. Users must not make any commercial use of the Feed and University Content and must not make any charge (including in-kind) for accessing the University Content and using the RSS Feed.
- 4. Users must provide a functional link back to the University website.
- 5. Users must not change the University Content in any way or add any material to it.
- 6. Users may use the RSS Feed in a 'mashup' application so long as these Licence Terms are adhered to.
- 7. Users must pass on the same Licence Terms to anyone gaining access to the RSS Feed or University Content via the Website.
- 8. Should the user receive any enquiries which relate to the University of Greenwich or the University Content you should promptly refer such enquiries to <a href="mailto:itservicedesk@greenwich.ac.uk">itservicedesk@greenwich.ac.uk</a>.

### **Endorsement by the University**

Nothing in these licence terms shall be treated as an endorsement by the University of the Website or any material on or accessible via the Website and users must not state or imply anything to the contrary.

### Warranty and liability

Users agree that:

- Users fully complied with and will continue to comply fully with all applicable laws and regulations;
- the Website shall not contain information that is actionable at law, obscene, pornographic or that may, in the University's sole opinion, bring the University into disrepute.
- Users agree to indemnify the University and keep the University fully and
  effectively indemnified in respect of all losses, costs (including legal and
  professional fees), damages, monies paid in settlement and other liabilities
  whatsoever, arising out of or in connection with a breach by you of the
  Licence Terms or use of the RSS Feed and University Content.

### **Termination**

Users may terminate this licence at any time by destroying or removing all copies of the RSS Feed and all University Content from the Website, hard drives, networks and other storage media.

The University may terminate this licence at any time, for any reason without liability to the user. You agree to destroy all copies of the RSS Feed and University Content upon receiving notice of such termination.

## **Trademarks**

The University of Greenwich crest, logos and trademarks used and displayed on the incognito website are the University's registered and unregistered trade marks, or those of others. Users may not use these trademarks without the university prior written consent, or that of the relevant owner.

# **Use of content**

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download or copy it for the purposes of teaching, administration and research within the University, or for personal, non-commercial use. Users are required to seek written permission from the University for any other use or purpose

Users may link to any page on the website. They are not permitted however, to frame or page-jack the website. Users are not permitted to use any robot, spider, other automatic device or manual process to monitor or copy the website or the content expressed herein, other than for search engine indexing. Such search engines are expected to comply with the **robots exclusion protocol** as set out in any robots.txt files on the website.

## **Disclaimer**

This website is subject to constant change. While all reasonable efforts are made to ensure that the content of the University's website is accurate and up-to-date, all content, services and materials are provided "as is" and the University reserves the right to amend, add to or remove these at any time without notice.

Nothing on this website constitutes any part of a contract unless otherwise expressly stated. The University makes no warranty about the content of this website, including (but not limited to) the accuracy or completeness of any content. The University permits its users to maintain personal pages on the website. Any views expressed on these pages do not necessarily represent the views of the University. The University may alter these terms and conditions from time to time and post the new versions on this website, following which all use of this website will be governed by that new version.