

GUIDES TO THE UNIVERSITY BOCCONI

2023-2024 A.Y.

BACHELOR OF SCIENCE PROGRAMS (3-Y)

0.

HONOR CODE

Università Bocconi considers ethics, responsibility of behaviors and actions as fundamental aspects for the learning path and working life. For this purpose a **Code of Conduct for Faculty and Students** at Università Bocconi has been created with the aim of spreading and strengthening values of honesty and fairness which are essential in learning, research and professional activities for the whole Bocconi Community.

The Honor Code emphasizes, systematizes and makes transparent rules of conduct and sanctioning procedures that are largely already laid out in national university regulations and by Università Bocconi. From this point of view, following the code must be seen as an act of transparency to underline the importance given by the community of reference to some basic principles of fairness and honesty and to favour their knowledge and sharing.

The Honor Code, in line with the purposes just described, has been created and applied in cooperation of all University members.

The rules of reference **include more detailed documents and teaching regulations** (exams, final papers and so on) that are published in Honor Code of the Bocconi Community on the website at <http://www.unibocconi.eu/honorcode> and available on the yoU@B Student Diary > honor Code.

Students are asked to carefully read it through a pop-up message on the yoU@B Diary and to formalize the principles included in it.

Last change 01/06/2023 08:00

0.1.

Diversity, equity and inclusion

Bocconi University is committed to building an environment that values diversity, inclusion and equal opportunity.

Being part of the Bocconi community therefore means sharing its values and maintaining conduct inspired by the principles of independence, ethics, transparency, freedom of expression, equity, solidarity, promotion of diversity, a focus on merit and development of individual skills, professionalism and standards, and social responsibility.

The University's effort is aimed at guaranteeing its students a safe learning environment, free from any form of discrimination based on race, religion, gender, geography, age, disability or sexual orientation, in which there is room for a diversity of approaches and where discussions are always conducted in a respectful manner.

For more information, see the 'Diversity, Equity and Inclusion' section of the Bocconi website.

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0.2.

Public cloud policy

Bocconi University will not accept any responsibility or liability for personal data, which

students have chosen to provide to any externally hosted cloud service platform (e.g. Google Drive, Dropbox, Microsoft OneDrive, despite those services might be actioned using Bocconi credentials).

Students are always advised to carefully check Terms and Conditions of use, Privacy Policy, for information about how their data will be used, backed up, retained, deleted, and with whom they may be shared.

As alternative to external providers, Bocconi offers limited space for personal data on a cloud-based platform (so-called Cloud Bocconi, cloud.unibocconi.it).

Each student anyway is personally responsible for data and contents uploaded or stored, regardless they are placed on an external cloud provider or onto the Bocconi cloud.

Therefore, Bocconi University will not respond in order any of these situations.

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1.

STUDENT RESOURCES

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1.1.

Useful tools for students

To manage their academic careers, each student can use the following tools:

- personal credentials to access University services;
- yoU@B student Diary;
- Punto Blu;
- Email account;
- Microsoft365 applications;
- Personalized ID card with photo.

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1.2.

Bocconi personal credentials

All students are equipped with credentials allowing them to access the network and the University IT services.

The credentials are:

- **UserID:** as a general rule, this is the student ID number assigned to the first

academic career at Bocconi;

- **Passphrase:** this is the password initially used for the initial enrollment procedure online.

Using the credentials allows access to:

- yoU@B Student Diary (youatb.unibocconi.it);
- Bocconi email account (outlook.unibocconi.it);
- Microsoft365 applications (office.unibocconi.it);
- Wi-Fi Network (bocconi-studenti);
- e-learning (blackboard.unibocconi.it);
- Library.

Bocconi users are strongly urged to:

- keep their credentials secret. They are strictly personal, show them to no one;
- change the Bocconi passphrase on a regular basis for security reasons;
- choose a sufficiently complex passphrase that is difficult to guess;
- not use another Bocconi user's credentials.

Changing the passphrase

The passphrase can be changed through:

- yoU@B student Diary (youatb.unibocconi.it);
- Self Service Password Reset (sspr.unibocconi.it).

Students are encouraged to enter their alternate contact information (phone number, personal email address) in SSPR, which can subsequently be used to activate the recovery procedure in case of a forgotten passphrase.

Passphrase recovery

The passphrase for accessing the online services can be retrieved by using the Self Service Passphrase Reset function available in the yoU@B Diary login screen. For this purpose, students are asked to enter the original password or to answer to the secret questions chosen when accessing the Diary for the first time and/or subsequently modified. An ID code can also be sent to the student's email address or mobile phone number (in this case, only if contact information has already been entered).

In case of compromised access credentials

Compromise of login credentials is the most common vector for cybersecurity attacks. This intrusion occurs mostly through techniques called phishing which consist in sending the user messages that appear to be authentic mails from an institutional site or from an acquaintance. Instead, they induce the user to click on links that lead to sites purpose-built