

 UNE PROCEDURE OR GUIDELINE	Document # UNE- D09/34620	Date Effective July 2004
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	Tested by:	
Document Title Modem Charging Operating Procedure		

CHANGE HISTORY

Revision	Date	Description of Changes	Author
2.3	July 2004		Martina Linnemann
2.4	March 2008	Reformatting / new template; minor changes	Martina Linnemann

1. PURPOSE

To provide guidelines for the charging of Modem Accounts held at UNE

2. SCOPE

This operating procedure applies to all staff members granted access to or making use of the University's dial-up facilities.

3. REFERENCES

- i. Rules for the Use of University of New England Computing and Communications Facilities.

4. PROCEDURE

4.1. UNE Modem Accounts

- 4.1.1. Staff members with a current UNE computer account can apply for access to the university dialup services. If approved, a modem account will be set up for the staff member.
- 4.1.2. Modem accounts are only available to staff members at UNE.
- 4.1.3. Access must be approved by the Head of School or Supervisor.
- 4.1.4. A costcode needs to be provided for the modem account.

4.2. Charges

- 4.2.1. \$4 per month and \$0.20 per hour (plus phone charges and any internet download costs)