

## Journal Entry # 14

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Old Dominion University policy # 3506 or the Electronic Communication Policy for Official University Business is ODU's main policy with regards to the usage of ODU's official electronic messaging system. By definition, it implies that proper and responsible use of the University's electronic messaging system by all its faculty members, staff, and students. It focuses primarily on 3 distinct sub-categories namely: All forms of electronic communication (message, image, and file attachments), Information Technology Resources (computer, computer networks, tele-communicational equipment), and the use of ODU's official email account. The policy entails that all ODU students, faculty, and staff must activate and receive an official email account from ODU, meet and follow the University guidelines for conducting oneself online, and maintain regular access to their account. In a lot of ways, ODU policy # 3506 is related to cybersecurity. It implores and teaches students how to properly act and conduct themselves in the digital world. Any actions that any students, faculty, and staff do online while using the official ODU's electronic messaging, should adhere to the core values and code of ethics that ODU has set. Just like in the real world, and just like in the realm of the cyber world, it tells us to be careful, and be mindful of the things that we send, post, receive, and do online. We have to be cautious and always think first before we click.