School of Dentistry Temporary Internet Assistance Policy

I. Purpose

This policy applies to internet hotspots owned and managed by The University of Minnesota School of Dentistry (SOD).

The goals of this policy are:

1. To establish criteria in which a SOD employee or student may be temporarily issued an internet hotspot.
2. To establish the duration of hotspot loans.
3. To establish the loan of hotspots as a means to connect employees to the internet for work-related tasks while making arrangements for long-term internet connectivity.

II. Policy

- SOD will provide employees and students without alternate internet access temporary use of internet hotspots in order to fulfill their SOD roles.
- Internet hotspots will be provided based on device availability.
- Employees and students required to travel to areas without internet as part of their roles will be issued a hotspot for the duration of their travel.
- Employees borrowing internet hotspots to work from home must return internet hotspots within 60 days while arranging alternative internet options.
- Internet devices are to be returned with all boxes and cords within 7 days from the end of the loan.

III. Department/Unit Responsibilities

The School of Dentistry Dental IT department is responsible for on-going adherence to the policy as well as the internet hotspot account. Contact dentalit@umn.edu with any inquiries on the policy or for device support.

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<th>School of Dentistry Dental IT</th>
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<td>Approved by:</td>
<td>Council of Chairs</td>
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