

Nov 2008

Scoilnet Webhosting trial for schools

Dear Principal,

I'm writing to inform you that the Scoilnet webhosting service is now available to your school on a trial basis as a new Schools Broadband service. The Scoilnet webhosting service provides both a free website address and a free hosting service. The purpose of the trial is to ensure that the service is working appropriately before we introduce it to all schools. As you are one of the first schools to use the service there may be some teething problems during the trail, which we plan to resolve if they arise. We thank you in advance for your patience in this regard.

On the Webhosting trial schools can avail of a free '.scoilnet.ie' web address (or domain name). Alternatively schools can use their own school domain which they can 'redirect to' the Scoilnet webhosting service. If a school uses their own (non-scoilnet) domain name they will still continue to pay their existing internet service provider (ISP) for this, however in this situation we can also provide the hosting aspect of the service free to schools.

The **Webhosting service includes:**

- Free website hosting on a '**scoilnet.ie**' domain name; e.g. www.stmarysartane.scoilnet.ie
- A unique school '**Online Name**' (eg 'stmarysartane')
- **Hosting webspace** for your school website
- The service will support **different types of media or content**, including text, images, audio (including podcasts), and video clips.
- The service will be **independent of website development tools** so schools can use popular website development tools of their own choice to develop their website.
- The service will **support static school websites**, but does not currently support dynamic websites.

This letter includes important information on:

- Webhosting: Next steps for schools
- Webhosting Terms and Conditions (Appendix 1)
- Webhosting Application form

Finally, if there is any webhosting related queries that you may have, please contact the NCTE Broadband Service Desk at 1800 33 44 66, or at servicedesk@ncte.ie where our team will be glad to assist you.

Yours Sincerely

Tom Lonergan
Technology Co-ordinator
NCTE

Webhosting: Next Steps for schools

If your school wishes to apply to use the Webhosting service, the following are the steps you'll need to take.

1. Before we can provide your school with Webhosting a Scoilnet '**Online Name**' is required. To obtain one, go to <https://onlinenames.scoilnet.ie> for further details. A letter was sent to your school with login access details before the summer. If you do not have access details you may contact the NCTE Service Desk at 1800 33 44 66.
2. School principals are required to read and sign the '**Webhosting Terms and Conditions**' Form as part of the application process. This form is included as Appendix1.
3. Schools should then **return the signed application form to the NCTE Service Desk**. The relevant address and fax number is on the application form.
4. Schools Applications forms will be processed by the NCTE Service Desk and where forms are successfully completed, **login details for webhosting will be sent to schools**, along with other relevant information regarding the service.

Appendix 1: Webhosting Terms and Conditions (for Webhosting Trial)

The following terms and conditions apply to the Webhosting service trial. These may change in due course. In such cases schools may be required to sign new terms and conditions as required.

Definitions:

- a) 'You': This term refers to the school and users within the school. The school is represented by the School Principal, who is required to sign the terms and conditions on behalf of the school and its users.
- b) 'We' or 'our': These terms refer to the Department of Education and Science, its agencies or representatives.
- c) The 'service': This term refers to the webhosting service.

Webhosting terms and conditions, including terms of use.

1. The service is being provided for schools for education and related purposes and to assist in the integration of ICT in education.
2. The service functionality including webspace size may change at our sole discretion.
3. Users shall not access, transmit and/or use any text, picture, or engage in any online communication that includes material which is considered to be obscene, libelous, indecent, vulgar, profane, or lewd; cause the commission of unlawful acts or the violation of lawful school regulations.
4. Users shall not use the service to transmit threatening, obscene, or harassing materials.
5. Users of the service shall respect all copyright laws and license agreements.
6. It is not permitted to use the service for any activity which purposely:
 - adversely affects the operation of network services or jeopardises the use or performance for other users, wastes resources (people, capacity, computer), destroys the integrity of computer-based information, compromises the privacy of users
 - creates, hosts or transmits (other than for properly supervised and lawful research purposes) any unlawful, libelous, abusive, vulgar, obscene or indecent images, data or other material, or any data capable of being resolved into obscene or indecent images or material
 - creates or transmits defamatory material
 - transmits material in such a way as to infringe the copyright of another person or organisation
 - transmits unsolicited commercial or advertising material
 - discriminates on grounds of race, creed or sex
 - propagates computer viruses, worms or malicious code
 - seeks to gain unauthorised access to network resources
7. Users shall not reveal personal details such as names, addresses or phone numbers of students.
8. Users should be aware that any message or information posted on the Internet might be accessed by others for whom it is not intended.
9. Users are responsible for keeping passwords secure.
10. If a user accesses material which is considered inappropriate for schools, this should be reported to an appropriate staff member or school Principal, who are then recommended to report the matter to the NCTE Service Desk.
11. We reserve the right to terminate the service, and in such cases reasonable notice will be given.
12. We reserve the right to alter these terms and conditions at any time.
13. Violation of any of these terms and conditions may result in the termination of the service.
14. The service is governed by the laws of the Republic of Ireland, in particular, but not exclusively, the Data Protection Acts, 1988 & 2003.

End of Terms and Conditions

Appendix 2: Webhosting Application Form

Please complete this Webhosting application form as outlined. If you have queries in relation to this form, please call the NCTE Service Desk on 1800 33 44 66.

School Roll Number:		
School Name:		
Has your school submitted an 'Online Name' at https://onlinenames.scoilnet.ie	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Please state the website package that is used to develop the school website.	
Eg. Dreamweaver, Website X5, Frontpage, Expression Web, Visual Studio Web Express, other	

What operating system is running on the computer you plan to use to upload the website	
Windows XP, Vista, Mac OS, Linux, other	

Does the school have an existing school website?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Current School Website Address		
Company currently hosting the school website		

On behalf of the school and as Principal, I confirm that the above mentioned school wishes to apply to use the Webhosting Service and agrees to accept and abide by the 'Webhosting Terms and Conditions – for Webhosting Trial' as provided. The school accepts that it has obligations in relation to the provision of the service, in terms of non-abuse of the service, and confirms that it has an Acceptable Use Policy (AUP) in operation in the school.

Signed by: _____ (Principal)

Principal's Name (*in capitals*): _____ Date: _____

Thank you for your co-operation, please return this signed form to

NCTE Service Desk, P.O. Box 10101, Dublin 17.

Alternatively the completed form may be faxed to 01- 8473370