

# Service Policy for Web Pages Prepared by Persons

## Scope of the Service and Persons that can use this Service

All METU members having usercodes (academic/administrative personnel and students) can create their personal web pages. Users should obey the regulations stated in [METU Information Technology Resources Use Policy](#) and fulfill the legal obligations. METU-CC's responsibility is comprised of providing METU members with the necessary and appropriate (as METU-CC's technical capacity and security matters are concerned) technical infrastructure and the tools used in creating web pages. METU-CC has no responsibility over the content provided in web pages created by METU members. METU-CC does not control, monitor or guarantee the content of those web pages. In no event shall METU-CC be responsible or liable, directly or indirectly, for any damage or loss caused or alleged to be caused by or in connection with the use of or reliance on any such content available on or through any such pages.

## Service Period

Personal web pages are available as long as the personal usercodes are active.

## Users preparing their personal web pages should be careful about the following:

- Users willing to prepare their personal web pages should follow the instructions indicated in [Creating Web Pages on METU Central Servers](#) page.
- All types of files that are made accessible through the user's personal web page should be kept under "**wwwhome**" folder which is defined under the usercode folder.
- Users preparing their web pages are responsible for the codes, graphics, design, content and the update of those web pages.
- Personal web pages should be prepared in conformity with [METU Information Technology Resources Use Policy](#). Besides, they should **not** include the intellectual properties that belong to other persons/institutions without indicating the relevant sources/references.

## Technical Features of the Usercode and Web Page that is Created

- Usercodes are opened with **100 MB** default quota capacity for students and **250 MB** default quota capacity for administrative and academic personnel.
- The URL address of the main web page created using personal usercodes is defined as:  
<http://users.metu.edu.tr/user-code>
- The space reserved for usercodes cannot be used for backup purposes or running programs. Users should be careful about keeping small sized files in this space in order to prevent the problems like exceeding the quota limits or impairing accessibility of the personal web page.
- It is **NOT** possible to use PHP on the web pages created with personal usercodes.
- Database support is **NOT** provided to the personal usercodes.

## New Password Request

A new password can be defined in case of losing or forgetting the password for the usercode. If new password is necessary, the user should get the new password envelope from the the room B14 METU-CC Building.

### **Request for Quota Increase**

In case of inadequacy of the default quota with respect to the aim and the content of the web page, users can request quota increase by sending e-mail to [hot-line@metu.edu.tr](mailto:hot-line@metu.edu.tr). Users' quota increase requests shall be examined by METU-CC. After checking space that the page occupies or seeing whether the folders are used adequately or not, quota is increased if the grounds for quota increase is found acceptable.

### **Contact for Questions/Problems**

Questions or problems about usercodes should be sent to the address [hot-line@metu.edu.tr](mailto:hot-line@metu.edu.tr) with detailed explanation about the problem and the error message, if received.

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*METU-CC reserves the rights to make changes on the Service Policy for Web Pages Prepared by Persons, without informing other persons and institutions. Also, METU-CC owns the right to make technical changes on the central servers at anytime. Users will be informed in advance about the changes; however there may be cases where it may not be possible notify them in advance due to instant changes that takes place.*

Users are obliged to follow the information and instructions on this text to maintain their awareness about the prospective changes.