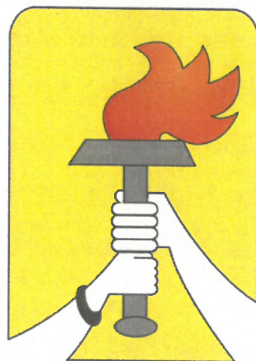


HINDUSTHAN COLLEGE OF ENGINEERING AND TECHNOLOGY

Coimbatore 641 032, Tamilnadu, India

Phone: 0422 4242424, website: www.hicet.ac.in

**HINDUSTHAN
EDUCATIONAL AND**



CHARITABLE TRUST

HICET

WEBSITE POLICY

WEBSITE POLICY

PURPOSE

The purpose of this procedure is to establish clear guidelines regarding website updating to various programmes and activities conducted by Hindusthan College of Engineering and Technology (HiCET).

SCOPE

The Website of Hindusthan College of Engineering and Technology – www.hicet.ac.in serves as a tool to assist the college's mission of providing excellence in research and teaching with a socioeconomic and environmental perspective. The main goals of it should be to support the vision and the missions of teaching, research, scholarship, artistic creation, professional practice, and community service. Academic and administrative units, faculty, and staff are invited to use the website to highlight student accomplishments, college initiatives, research projects, labs, and other activities.

PRIVACY POLICY

Hindusthan College of Engineering and Technology is responsible for maintaining this website. The information you provide to Hindusthan College of Engineering and Technology will be kept private. This privacy statement aims to inform you of our practices regarding the collection, use, and dissemination of any information you voluntarily provide on this website. It might be best if you were required to read this Privacy Policy in its entirety before using or providing information to the present website. Your agreement to our privacy policy is established by your use of this site.

All data showed, connected or carried on <http://www.hicet.ac.in> is made sure about by copyright and different possessions laws.



You are not permitted to alter any of the information on this website, publish it, distribute it again, perform it, or use it in any way that would be considered an industrial misuse.

The responsibility for ensuring that the content complies with the Policy and any applicable standards and guidelines is on all members of the college community. Since the website is directly linked to the data from each department supplied into the campus management system e-campus, all faculty and staff are accountable for making sure the material is correct, current, helpful, accessible, and appealing.

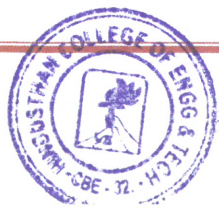
The purpose of college and departmental pages is to disseminate information about the college; they cannot include an individual's personal opinions.

If the website will not include the material.

- Is in defilement of the laws of the land
- Is pejorative or defamatory to groups or individuals
- Is of a confidential nature
- Trespasses upon the rights of another person
- Includes Information which may lead to a complaint
- Includes advertisements for commercial products, enterprises or services not pertaining to Hindusthan College of Engineering College

WEB CONSISTENCY

The following rules recognize the value of the web free exchange of ideas and academic investigation while simultaneously emphasizing that it is the user's duty to utilize these tools effectively, morally, and legally. Official web pages for colleges must be subjected to the same professional examination and meticulous



preparation as any other official publication in order to accurately reflect academic programs, services, and general information.

The web master is in charge of the published content and are required to uphold the highest standards of responsibility and quality. These recommendations are meant to help web master to maintain and create pages that are both professional and consistent. To support and direct the college's online presence, a Web content Policy and Procedure has been established.

Head of the Department Collaborating with web master to make sure websites and pages adhere to the proper rules, branding, and standards as well as any relevant legal requirements Head of the Department facilitates to review processes for website changes

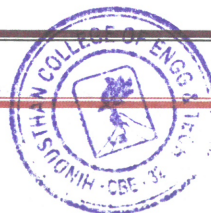
DEPARTMENT WEBSITE COORDINATOR RESPONSIBILITY

In order to properly administer web pages

- Ensure a consistent appearance and feel throughout the website;
- Ensure consistent navigation throughout the website; and
- Manage content designees.
- Monitoring cross-departmental updates to the website
- Giving web designers access to sites

ROLE OF THE DEPARTMENT WEBSITE COORDINATOR

- Working with the designated content within their areas of Responsibility
- Approving and publishing content from their designee for posting,
- Enforcing the rules, regulations, and procedures outlined in this Document



ROLE OF THE WEBMASTER

- Making sure the Head of the Department has approved any web content
- Obtaining the IQAC website coordinator approval before posting;
- Adding content to departmental web pages.
- Ensuring the accuracy of the information
- Updating departmental pages with content
- Taking care of department photo release filings
- Consulting the designated web site developer or web team for any problems or issues with the technology
- Following the rules, regulations, and instructions provided in this document

CONTENT SCREENING PROCESS

Any content that goes to the website front page has to follow the following process for Content screening

- Content on seminars/ symposiums /conference/ workshops/ FDPs/ achievements of faculty/staff etc. should come to the Website Management Committee through the Head of the Department email. HoD is responsible for checking and verifying the authenticity and appropriateness of the content.
- Content on Student activities – Clubs/NSS/Cultural Programmes/Social initiatives etc. should come through the IQAC email. IQAC is responsible for ensuring the authenticity and appropriateness of the content.
- Core Content that represents the college should come from the principal's email



Department Content and department activities can be published through Head of the Department (HoD) IQAC and Principal approval in the department website. Head of the Department is responsible for the appropriateness and authenticity of the same.

CONTENT OF INDIVIDUAL FACULTY/NON-TEACHING STAFF

Individual faculty/non-teaching staff is accountable for the pertinence and legitimacy of the content.

CONTENT ON NEWS/EVENTS

All employees with complete or partial approvals to the College website are accountable for taking all reasonable provisions to protect both the public and developmental web site areas from destruction, equitation and fortuitous alteration.

It is the responsibility of the college website to take all necessary precautions against hacking, vandalism, and unintentional modification of both the public and development website areas. This includes keeping passwords and account information for computers at the College private. Anyone who uses the Internet to undertake or promote actions that are illegal or in violation of College commitments may have their Web page links disabled and/or removed, as well as their publishing ability and privileges on servers that the College manages.

Although every effort has been taken to assure the authenticity and currency of the content on this website, neither it nor any use of it for any legal purposes should be made of it. Users are recommended to verify/check with the College office or Department(s) and/or other source(s) and to get appropriate professional assistance in the event of any ambiguity or doubts.



Substantial presented on this Portal may be replicated after taking proper permission by sending a mail to us. Nevertheless, the material has to be replicated exactly and not to be used in a disparaging manner or in a misleading context. Wherever the material is being published or issued to others, the source must be prominently acknowledged

CONTACT US

If you've got any questions on this Privacy Policy, the practices of this site, or your dealings with this site, please contact us at principal@hicet.ac.in



A handwritten signature in green ink is located below the HICET logo. The signature is stylized and appears to be the name of the principal.

PRINCIPAL
Hindusthan College Of Engineering & Technology
COIMBATORE - 641 032.

