HawkNet
http://www.hccfl.edu/hawknet.aspx

HawkNet is a term used to describe the web-based resources for students, faculty, and staff at Hillsborough Community College. There are three main tools within HawkNet: WebAdvisor, Campus Cruiser and Wireless Internet access.

All students enrolled in credit classes will get a free email account. Email is HCC’s official means of communication with students, because of its speed and efficiency in delivering important College communications. Please note:

1. Once you are accepted to HCC, important HCC information will be sent to your HCC email “HawkMail” address. HawkMail is the official form of communication with you; we will not use any alternative email addresses for official notifications.

2. You are responsible for checking your HawkMail frequently (and daily during registration periods).

3. Your HawkMail account will expire in 180 days if you do not log in within that time. You are encouraged to check your HawkMail account at least once a week.

4. You will use the same user ID and password that you use to log on to online registration.

5. Your new user ID will be your first initial, your last name (and possibly a number). Until you change it, your password is your seven-digit HCC ID number. We encourage all students to change their password for security purposes.
HCC WEB ADDRESS
www.hccfl.edu

All full-time employees of HCC have been assigned an electronic mail (E-mail) address. The E-mail address configuration consists of the first letter of the employee’s first name and their last name. The name is then followed by the general web address for the college, which is hccfl.edu. For example:

- Mary Lou Blair’s E-mail address would be mblair@hccfl.edu
- Laura Wilson-Raby’s E-mail address would be lwilson-raby@hccfl.edu

NOTE: There may be a number following the name. Students should verify the employee’s email address before sending electronic communication.

ACCEPTABLE AND UNACCEPTABLE USES OF HCC STUDENT E-MAIL ACCOUNTS

Hillsborough Community College has adopted email as its official means of communication with students because of its speed and efficiency in delivering important college communications. Students will be expected to check their HCC email frequently in order to receive timely information. It is also important for students to be aware of College policies regarding email.

Please read the information provided below in order to avoid purposeful or unintended misuse of your College issued email.

Acceptable Use

1. Only send e-mails of which the content could be displayed on a public notice board. If they cannot be displayed publicly in their current state, consider rephrasing the e-mail.

2. Report e-mails containing libelous, defamatory, offensive, discriminatory, harassing, obscene, malicious or harmful remarks and or content to abuse@hccfl.edu.

3. Understand that all e-mails in your account will be deleted by the College’s Information Technology department periodically, so as not to clog up the system. It is highly recommended you store them onto your personal computer or other storage device.

4. Understand that all messages distributed and received via the HCC’s e-mail system, even personal e-mails are the College’s property.
5. Understand that improper use of e-mail is strictly forbidden and will be addressed using the College’s Code of Student Conduct and Disciplinary Procedure.

6. Understand that e-mail may be subject to disclosure under the Florida Statutes, Chapter 119—Public Records.

7. Comply with all College’s rules and state and federal laws that apply to e-mail.

8. In accordance with Florida Statutes, Florida Information Resource Network (FIRN) Acceptable Use Policy and other policies and laws, activities and behaviors that threaten the integrity of computer networks or systems are prohibited on both College-owned and privately-owned equipment operated on or through College resources.

Unacceptable Use

1. Do not share your password with anyone.

2. Do not send or forward e-mails containing libelous, defamatory, offensive, discriminatory, harassing, obscene, malicious or harmful remarks or content, or in any way disseminate chain letters, junk mail, jokes, spam, and other types of unsolicited correspondence to any person—including other students, faculty, staff, and administrators.

3. Do not forge, or attempt to forge e-mail messages, or send e-mail messages using another person’s e-mail account or identity.

4. Do not disguise or attempt to disguise your identity when sending e-mail.

5. Do not use cc: or bcc: fields unless the recipient is aware that you will be copying the e-mail to someone else.

6. Do not submit College-issued e-mail accounts for use in news groups, list serves, or any type of group mass mailing requests.

7. Do not allow personal use of e-mail to interfere with your academic endeavors, or any one else’s.

8. Do not use HCC-issued e-mail account for advertising or commercial or personal gain.

9. Do not send mass mailings. The sending of mass mailings is strictly forbidden and will be addressed using the College’s Code of Student Conduct and Disciplinary Procedure.