# Wolf Creek Public Schools
*"Creating Success for all Learners"*

## Application for Remote Access to WolfNet via Stoneware

Wolf Creek Public School (WCPS) employees are eligible to obtain secure remote access to WolfNet through the Wolf Creek Stoneware Portal. The portal utilizes two levels of authentication and secure socket technology to ensure the identity of the remote user and to ensure the privacy of the data accessed. Like any other security measures, these measures can all be nullified by the end user who shares security information inappropriately, or who fails to follow appropriate procedures. Stoneware technology involves the use of a USB jump drive and the user's normal Windows ID and password to authenticate a logon attempt. Technology Services provides the Stoneware service at no cost, however the cost of the jump drive is the responsibility of the Operating Unit (school or central office department) requesting the account.

The following information must be entered <u>electronically</u>:

**Employee Name**:_____

**Primary Work Site** (School/Department): _____

**Title/Position**: _____
Principal/Teacher/Executive Assistant, etc.

- I understand that this remote access account is for my use only. I also understand that I must not share my user ID, password, or jump drive any other individual including any other Wolf Creek Employee, and I agree not to do so.

- I understand that I must not transfer any confidential information from any Wolf Creek computer to any computer outside of the WolfNet network (regardless of ownership of the computer) and I agree not to do so.

- I understand that access to my remote access account may be terminated at any time by the Superintendent of Schools (or designate).

- I recognize the loss of Stoneware registered jump drive represents a serious security breach, therefore I agree to notify Technology Services immediately in the event of loss of my registered jump drive.

- I have read and understand the Wolf Creek Public Schools Appropriate Use Policy (AUP, Rev: August 19, 2005) and I agree to abide by the terms of the WCSD Appropriate Use Policy (Rev: August 19, 2005).

Other than the signature, all information must be entered using MS Word

Signature of Applicant:_____

Date: _____

Signature of Principal or Department Supervisor: _____

Date: _____
(yyyy mm dd)

Please complete electronically, print, sign and forward to Technology Services - Attention: Karen Frezell.

Revised: Sept 2009