



# Hardin County Schools

## Student Home Directory Information

### 2009/2010 School Year

All students grades 4 and above have a home directory. (Except Lincoln Village, Day Treatment, Mulberry-Helm and Home Bound).

#### Permissions:

Faculty/Staff: Read/Change – restricted to students in their school.

Students: Read/Change only for their directory. (No longer can grant/remove rights)

#### Moving:

If a student is assigned to another school in Infinite Campus, their home directory will be move and permissions reset accordingly.

#### Student Data in this Transition:

All existing data was moved to the new system, except: Students moving to feeder schools. (ie Elementary to Middle, Middle to High)

#### Student File Scan:

All student home directories will be scanned nightly for 'suspect' files. These files will be moved to a quarantined area that students will NOT have access to. A website will be setup that will be accessible by Faculty/Staff that will allow them to move a given file back and set it as an exception to the scan. The file will then be ignored by all future scans. This gives the ability for a student to have a music file that is used within a PowerPoint, for example, to be stored in their home directory.

File extensions flagged as suspect: MP3, WMA, WAV, EXE, COM, CMD, BIN, SCR, REG, MSI, ZIP, RAR, MP4.

#### Size Limits:

Student directories are limited to 150Meg of data.

#### Backup:

Every home directory will be backed up nightly. We keep 5 days of backups (Monday thru Friday) and then the backups are overwritten.

#### Access:

For students, this directory is automatically accessed via their 'My Documents' folder which will automatically be redirected upon login. It is accessible from any computer on the district's network. Staff can access via: <\\e231san0\stu\sch#> - Replace sch# with your number in three characters (JHHS 13 use 013). Faculty/Staff have READ/WRITE/DELETE permissions to students files within their school.