WEBSITE POLICY

General: Chaudhary Ranbir Singh University, Jind formerly known as Kurukshetra University Post Graduate Regional Centre started functioning in August, 2007 with 2 programmes (MCA and MBA) and 4 Lecturers, 2 for each programme. Numbers of students were 84. In 2012, 6 new programmes were started -M.A. (Music), M.A. (Psychology), M.P.Ed., B.P.Ed., M.A. (English), M.A. (Education). Earlier 7 courses were running in KUPGRC, Jind and 4 new courses are added in the university (M.Sc. (Mathematics), M.A. (Economics), M.A. (History), M.Com. The University has 13 teaching Department, 26 (Regular-17, SFS-09) Academic Programmes with an area of 75 acres.

Establishment of the University

- Established by Govt. of Haryana, Ordinance No. 6 of 2014 on 24th July, 2014.
- Inaugurated on 25th July, 2014.
- Chaudhary Ranbir Singh University, Jind Act 2014 has notified vide Haryana Government Gazette (Extra) dated 7th Aug. 2014

1. **Definition of Website:** The Chaudhary Ranbir Singh University Jind - 126102 (Haryana) India home page (http://www.crsu.ac.in) is the official domain name for the Chaudhary Ranbir Singh University Jind. The "official" home page structure includes the home page, the linked driven pages, and other sites integrated into the home page structure. The site is hosted on a server in the University Computer & Informatics Center (UCIC).

2. **Purpose of Website:** The objective of the home page is to provide a point of entry for the academic and public community to the University's officially recognized information resources through links and navigational mechanisms and to provide timely content and links to news and events of general interest about the Chaudhary Ranbir Singh University, Jind. The following links are especially targeted: Students, Faculty and Staff.

   There are two main sections to the site: -

   i. The front end published site, which is available to anyone in the world.

ii. The private back-end site, which is available only to authorized members of the university and controlled by username and password.

User accounts are only created with the approval of the concerned Department/Branch Head.

3. **Access, Approval and Publishing:** Content on the university website is controlled by role access. There are 3 roles: Indenting Department, Approving Authority and Publishing on the website.

- Initially, all content to be uploaded on the website must be reviewed by the Department/Branch Head and a senior person.
- It will be approved by the Competent Authority before going live.
- UCIC will not publish materials to the site unless expressly authorized by the Department/Branch Head.

Although University Act and Ordinances are addressed in a separate links. In these rule books, changes and updates will be provided by Academic and Establishment Branch from time-to-time.

4. **Maintenance and Editing:** The Chaudhary Ranbir Singh University, Jind - 126102 (Haryana) website is the public entry point to the University. The University Webmaster continually upgrades, reviews and develops the University Web site, realizing the possibilities of new technologies and evaluating methods of access in provide up-to-date, accurate information methodically and attractively.

The web pages are regularly reviewed for accuracy and updated as required. It must be current, accurate and consistent. This review is occur at least half-yearly. It is the responsibility of Head/Incharge of the concerned department/branch to ensure this happens:

- Department/Branch wishing to post announcements on the home page or other portions of the website should submit their request through official email or letter to the UCIC.
- Photographs on the main site are changed on a regular basis by the Website Administrator as provided by the Departments and Branches.

- Teacher Pages are created in concerned department web link. They may provide their latest Bio-Data and photo for a web link. If faculty members have existing web pages hosted on any non-commercial website, these link may also be added in teacher page.
- It is responsibility of Chairperson/Branch head/incharges that they will ensure the information is correct and updated on the website to their concerned departments/offices in all aspects.

5. Required Style Specifications:

All pages on the main CRSU website must comply with the following requirements:

- It designed for best case viewing on multiple platforms, newer versions of Internet Explorer. Google Chrome, Firefox Mozilla, Opera and Netscape, etc.
- The look of the Web pages may vary slightly according to monitor's setting for color and fonts.
- Files for download must be under 20 MB in size.
- In case of audio and video, the quality must be highest. Video which is inappropriate in content, blurry, unsteady, or difficult to view will not be posted. Audio that is difficult to hear or inappropriate in content will not be posted. In order to be useful and convenient to the user, all files posted must be under 20 megabytes in size and 10 minutes in length.
- To enable a faster downloading time, scanned photographs should be limited to 144 dpi.
- Links to pages that are defunct or "under construction" should not be created or should be removed.

6. Privacy Regulations:

- Personal contact information of students including home and e-mail addresses, telephone numbers, and other information that could be used by unauthorized individuals, will not be published on any CRSU website.
- Video or audio files posted on any CRSU website must adhere to Website Policy. Proper written permission from those who have been audio- and / or video-recorded must be obtained by the person or persons doing the recording.

- Links to external websites will be checked thoroughly before inclusion on the university website. The sites will be checked for the suitability of their content for their intended audience.
- All content work will be reviewed by the concerned department/branch to ensure that it is in no way defamatory.
- Content work will be checked by the concerned department/branch to ensure that no copyright or intellectual property rights are infringed.
- All content material will be checked for its suitability for its intended audience.
- CRSU does not sell or distribute any information obtained from our visitors to a third party, under any circumstance.

7. **Advertising**

Unless approved by the Competent Authority, the advertising or direct sale of non-University related goods and services is prohibited on all sections of the CRSU Website.

8. **Logos, Trademarks, and Graphics of Website**

Official website of the Chaudhary Ranbir Singh University, Jind India has its own logo, seal, and graphics relating to the University that may be subject to agreements and any use of these would require prior approval of competent authority.

9. **Responsibility of Website**

Responsible Office: University Computer & Informatics Center.

The University's Web site is maintained by Head/Incharge, UCIC and Staff of UCIC, CRSU Jind.

The officials who have the sufficient knowledge, maintain and edit the site, and they pass on their knowledge to a successor at the end of a term of office.

10. **Miscellaneous Provisions of Website:** The Chaudhar Ranbir Singh University, Jind (Haryana) Website is in the public domain and information uploaded on the website is subject to official certification as per Information Technology Act. All information that is mandatory by different monitoring agencies is changed with the changed requirements of the agency concerned. For any interpretation regarding information hosted on our website, the decision of Vice-chancellor is final and the legal jurisdiction is limited to Jind only.

Note - Suggestions are always most welcome to improve the website.