

SOCIAL SCIENCES DATALAB

Server Usage Acknowledgement Agreement

These Terms of Use apply to all authorized users of the Social Sciences DataLab database services.

Authorized users include members of the NOVA SBE community, such as faculty, researchers, doctoral students, master's students, staff, and approved external collaborators.

When requesting access to the DataLab server that hosts the database and its processing, the user is responsible for ensuring fair access and stable performance.

Failure to comply with these conditions may result in the suspension or revocation of access to the database and other NOVA SBE facilities.

Servers' capacity and use

All users of university computing resources must be aware and agree

- the server operates with finite capacity of the computational resources and limited use shared among multiple researchers.
- it is mandatory to respect the finite capacity of computing resources and usage limits, following the guidelines below, so as not to interfere with the activity of other users.

Server usage guidelines

As a user, I acknowledge and agree.

- Log off the remote session after finishing the work. Only closing the remote window does **not** end the session and continues to consume server resources.
- Exit all programs before logging off, particularly data-intensive software.
- Avoid storing files on the server desktop, "My Documents", or "Downloads". The server is intended exclusively for data access and processing. All outputs must be downloaded and stored in institutional or approved storage environments.
- Use the server only when actively working with the database.

Monitoring and Usage

To maintain system performance and prevent resource congestion, I acknowledge and agree:

- The IT team performs periodic maintenance and system clean-ups approximately every two weeks.
- During these maintenance operations, inactive sessions will be terminated and files stored in non-designated locations will be removed without prior notice.

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By submitting this request, I confirm that I understand these conditions and agree to comply with them.

Sessions inactive for extended periods may be automatically disconnected by the system.

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