

Subject: Second Life NMC – Staff guidelines

UQ Staff Guidelines for Use and Participation in Second Life for Teaching and Learning

Introduction

The University of Queensland would like to encourage the exploration of alternative educational environments like those offered by virtual worlds such as Second Life. Second Life is a virtual world created and owned by a private company called Linden Lab. Linden Lab has allocated virtual space within Second Life to a consortium of 250 universities and colleges called New Media Consortium.

New Medium Consortium (NMC)

(NMC). UQ has signed an agreement with NMC that facilitates our university presence in virtual worlds such as Second Life. All UQ virtual land purchases in Second Life will be made through NMC as part of this agreement. There are many benefits to UQ in purchasing through NMC rather than directly through Second Life including being part of a network of Universities World Wide and a reduction of risk to UQ students and staff.

NMC's goals are to "... develop new applications of technology to support learning and creative expression, and sponsor programs and activities designed to stimulate innovation, encourage collaboration and recognise excellence among its member institutions. "

The NMC area is devoted to educational institutions and their on-line presence. Most member institutions of NMC are US based universities such as Stanford or Yale but there are some Australian Universities such as RMIT and University of Wollongong. Other institution members include the San Francisco Museum of Modern Art and the IBM Almaden Research Center. NMC offers significant advantages in being a part of the University Virtual world community and it provides various virtual services to its members. NMC also encourages collaboration between members which in turn will create a diverse educational environment for UQ students and staff.

UQ has purchased a parcel of land within the NMC area. The parcel of virtual land is the first step in the development of a virtual UQ campus and where staff can explore the use of a new technology to deliver an alternative educational environment to students.

Guidelines

Please be aware that UQ does not own or have control of the Second Life environment. Any participation by UQ staff and any content published by UQ staff in Second Life may be governed by the Linden Lab's Terms of Service which can be found at [<http://secondlife.com/corporate/cs.php>] and/ or by the NMC Codes of Conduct.

There are a number of important points that you, as a staff member of UQ, should be aware of if you are considering delivering classes, tutorials, projects, papers and lectures within Second Life. These are as follows:

- **Authorised Second Life UQ site.** All UQ courses or tutorials should be delivered within the authorised Second Life UQ site or in collaboration with other NMC institutions.
- **Applying for Grant Funding:** When applying for grant funding for virtual land in Second Life, the costs from NMC are to be used.
- **Purchasing Land:** All land in Second Life must be purchased through ITS Licensing and Maintenance and have permission from your Associate Dean (Teaching & Learning). ITS will maintain a record of virtual land that has been purchased. Under no circumstances is land to be purchased for university purposes by individual staff or directly through Linden Labs without the permission of Professor Debbie Terry, the Deputy Vice Chancellor, Teaching and Learning.
- **HUPP** – All relevant UQ policies will apply to the use and participation of UQ staff and students within the UQ virtual campus in Second Life including the Internet Code of Practice and all other policies in the HUPP.
- **Second Life Code of Conduct.** Please read and be familiar with the Second Life Code of Conduct <http://secondlife.com/corporate/cs.php>. Please note that some areas in NMC are G rated.
- **Minors.** If your students are under 18 years of age they are not entitled to use or access Second Life pursuant to the Linden Lab's terms of use.
- **Griefing** Some anti-social behaviour within Second Life has been reported and it is called 'griefing'. This may include behaviour directed towards your avatar, your students' avatars or towards the authorised UQ site. If you encounter any behaviour from other avatars either UQ or non -UQ staff or students that you feel uncomfortable with we recommend that you immediately log out from Second Life. We also recommend that you advise your students to log off or close the program if they encounter behaviour they are uncomfortable with. If the behaviour continues you should complete an abuse report and inform NMC and the relevant UQ Second life administrator. In some cases this may involve the banning of avatars from the UQ site or NMC and further disciplinary action may be taken by UQ if the behaviour involves UQ staff or students.
- UQ students and staff can access Second Life by creating a virtual character called an avatar. It is recommend the NMC induction program is used rather than the Linden Lab induction. This can be found at <http://sl.nmc.org/join/>. The NMC induction poses less risk to students. Visit the NMC website [www.nmc.org] for more information on accessing and orienting yourself in Second Life.
- **Intellectual Property Rights-** (copyright) Generally, any content created in Second Life is owned by the person or institution who created the content. (Note: UQ policies on the ownership of Academic content apply). **Warning:** Participation in Second Life is conditional upon the **granting of an extremely broad licence to Linden Labs and any user of the service** to use your content for all purposes within this Service. This will mean non-UQ students, who may have access to your site, will have access to your content and have rights to use and reproduce that content within Second Life for other purposes. It is recommended that you consider carefully the type of material and content that you use in Second Life. You may wish to restrict your lectures or classes to UQ students.

- **Third Party Material in Content.** Please note that under our commercial and statutory licence arrangements we are only allowed to make assessable third party intellectual property in certain circumstances. If the material is under an academic licence then you will have to restrict access to only UQ students within Second Life. If the material is under a commercial licence you are not permitted to use it in Second Life. We recommend that you carefully assess the information you wish to use on the authorised UQ site and if it contains any third party content and you are unsure of the licence arrangement it is under please seek clarification before you use that content in Second Life. You may have to seek permission from the owner of the material before you include it in any teaching material in the UQ authorised site in Second Life.
- **Confidential Information or commercially sensitive information.** You must not include any material or content in Second Life that contains or may contain confidential information or contain commercially sensitive information of UQ. This includes any information or content that may jeopardise any commercialisation rights to Intellectual Property that UQ may have.
- **Use of UQ logo and trademarks.** We recommend that you seek approval from UQ marketing before you use any UQ logos or trademarks on authorised Second Life sites.
- **Insurance Uni Mutual.** Please be aware that UQ's insurer will provide cover for on-line teaching or other university business only within the UQ authorised site. Any behaviour or action that is not related to these activities is not currently covered by UQ insurance policy.

Technical Issues

As per the policy HUPP 3.40.4 Private Access to Computers by Students, faculties are required to identify additional requirements, specify requirements, inform students, and assume responsibility for any on-campus infrastructure and facilities. As such the following technical considerations are required:

- **Internet Download for Students.** Second Life uses additional download which is additional to the subscription the university pays for Internet with AARnet. The simplest way to provide students with additional download is to purchase download cards from the UQconnect Service Centre, near the Red Room. These cards have a 120 day time limit once activated. This is equivalent to a semester. Faculties/schools will be given a 20% discount on these cards. (RRP: 100MB:\$3.50, 350MB:\$4.95; 500MB:\$7, 1GB:\$10)
- **System Requirements:** The minimum and recommended system requirements for Second Life can be found on the Second Life home page: <http://secondlife.com/support/sysreqs.php>. These requirements are modified as Second Life continues to develop. Equipment commonly found in UQ labs may have integrated intel Graphics cards and thus not meet the minimum requirements. Please check the capabilities of the lab computers you plan to run second life on.
- **Running Second Life on the UQ network** currently requires a public IP address. Public IPs will need to be set up with appropriate firewall security. Please discuss this with the IT support group responsible for the computers you are intending to use.

Subject: Second Life NMC – Student guidelines

Conditions of Second Life Access and Use for UQ Students participating in RELN1300 Meditation and Soul Journeys: Eastern and Western Spiritual Experience

Welcome to Second Life at UQ. As a part of RELN1300 Meditation and Soul Journeys: eastern and Western Spiritual Experience, you are being invited to participate in Second Life to explore alternative educational tools via virtual worlds.

The University of Queensland would like to encourage your exploration of the alternative educational environment via Second Life. The University will provide a limited number of avatars for your use or if you already have an avatar you are able to use avatar to access the UQ class in Second Life. Please note that if you are supplied an avatar from UQ you are not permitted to access the avatar other than for the single purpose of attending or participating in a UQ educational event on Second Life.

You need to understand and agree to the following conditions before you participate in Second Life as a part of your UQ studies:

- Second Life is a virtual world created and owned by a private company called Linden Lab. UQ does not own or control the Second Life environment. Your participation in Second Life is governed by the Linden Lab's Terms of Service which can be found at [<http://secondlife.com/corporate/tos.php>] and your obligations to UQ are the same as if the Terms of Service had been entered into between you and Linden Labs.
- The Terms of Service contain Community Standards which can be found at [<http://secondlife.com/corporate/cs.php>]. You must read and be familiar with these Community Standards and must at all times comply with the 'Big Six' behaviours while participating in Second Life.
- UQ strives to create an environment that is free from discrimination or harassment and takes steps to remedy any such problems. External virtual worlds such as Second Life are, however, outside of UQ's control. If you are in Second Life as part of your studies and you encounter behaviour there that would not be acceptable inside UQ, or that you feel uncomfortable with, the recommended approach is to ignore such behaviour and to 'walk away' or log out of Second Life. If these approaches do not prove sufficient and/or if the behaviour persists, you should fill out an abuse report. Given that the Second Life environment is outside UQ's control, UQ and its staff will not be liable for any consequences, direct or indirect, arising from the supply of your avatar or from your participation in Second Life regardless of their nature or type.
- Please note you must be eighteen years of age to participate in Second Life.
- Your participation in Second Life is also subject to the UQ Student Charter and the UQ Internet Code of Practice.
- When you are using your avatar on Second Life to interact with UQ Staff or other UQ students as a part of your studies you must not :
 - Use inappropriate language;
 - Use your avatar or any virtual tool to attack or physically push, assault, harass or discriminate against other participants in Second Life;
 - Destroy, deface or participate in unauthorised building in UQ Second Life areas; or
 - Interrupt or disrupt the UQ classes or tasks taking place in Second Life.

If the above conditions or the Linden Lab Terms of Service are breached by you, you may be banned from participation in Second Life or in UQ Second Life areas. In addition you may face UQ disciplinary procedures.