



LIVING STONES CHRISTIAN UNIVERSITY

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TECHNOLOGY & LEARNING MANAGEMENT SYSTEM (LMS) POLICY

Purpose

The purpose of this policy is to establish the standards, expectations, and guidelines governing the use of technology systems and the Learning Management System (LMS) utilized by Living Stones Christian University in support of its fully online educational environment.

Living Stones Christian University delivers instruction primarily through online educational technologies designed to support theological, ministerial, and Christian academic formation in a secure and accessible virtual environment.

Online Learning Environment

Living Stones Christian University operates as a fully online institution. Instruction is delivered primarily through asynchronous online learning methods, supplemented when appropriate by synchronous virtual sessions, faculty interaction, online discussions, digital assignments, or virtual academic activities.

The University's LMS serves as the institution's primary virtual campus and instructional platform.

LMS Access and Student Responsibilities

Students are provided LMS credentials upon admission and enrollment completion. Students are responsible for maintaining the confidentiality and security of their login credentials.

Students are expected to:

- Access the LMS regularly
- Monitor institutional communications and announcements
- Participate in online coursework and instructional activities
- Submit assignments electronically through approved platforms
- Maintain accurate contact information
- Use institutional technology resources responsibly and ethically

Students are responsible for all activity conducted through their assigned accounts.

Technology Requirements:

Minimum Hardware Requirements

Students should have access to:

- Desktop computer, laptop, or tablet with adequate performance capability
- Reliable broadband internet connection
- Audio capability through speakers or headphones
- Webcam and microphone for courses or sessions requiring live participation

Minimum Software Requirements

Students should maintain access to:

- Updated web browser (Chrome, Firefox, Safari, or Edge)
- Word processing software compatible with .doc, .docx, or .rtf formats
- PDF reader
- Active and regularly monitored email account

Technical Skills Expectations

Students are expected to possess basic technological competencies necessary for online learning participation, including:

- Internet navigation
- Email communication
- File management
- Uploading and downloading documents
- Participation in online discussions and virtual instructional activities
- Basic use of educational software and digital learning tools

The University may provide orientation resources or introductory support materials for students requiring assistance with online learning systems.

System Availability and Maintenance

The institution seeks to maintain reasonable system accessibility and operational reliability for the LMS and related online services. Periodic maintenance, software updates, security improvements, or unforeseen technical interruptions may occasionally affect system availability.

Living Stones Christian University does not guarantee uninterrupted access to technology services at all times.

Students are encouraged to maintain backup copies of assignments and academic materials.

Acceptable Use of Technology

Institutional technology resources must be used in a lawful, ethical, respectful, and academically appropriate manner consistent with Christian conduct and institutional policies.

Prohibited activities include, but are not limited to:

- Unauthorized access to institutional systems or accounts
- Sharing login credentials
- Distribution of malicious software or harmful content
- Academic dishonesty through misuse of technology
- Harassment, abusive communication, or disruptive online behavior
- Violation of intellectual property or copyright protections
- Use of technology resources for unlawful purposes

The institution reserves the right to restrict or revoke access to institutional systems when misuse occurs.

Privacy and Data Protection

Living Stones Christian University seeks to maintain reasonable administrative, technical, and cybersecurity safeguards designed to protect student records, personal information, and institutional data within its online learning environment.

Students are encouraged to maintain secure passwords and protect personal devices used for educational access.

While reasonable security measures are maintained, no internet-based system can guarantee absolute security.

Communication Policy

Official institutional communications may be delivered electronically through:

- LMS announcements
- Institutional email
- Online student portals
- Virtual academic platforms

Students are responsible for reviewing communications regularly and responding to institutional requests within reasonable timeframes.

Language Accessibility

Courses, instructional materials, academic support, and institutional communications may be offered in English and/or Spanish depending upon program availability, instructional resources, and faculty assignment.

Technical Support

Technical support services related to LMS access and general instructional technology are available during designated institutional business hours.

Support services may include assistance with:

- LMS login access
- Password reset assistance

- Basic navigation support
- Technical troubleshooting related to institutional platforms

Policy Modifications

Living Stones Christian University reserves the right to revise, amend, or update this Technology & LMS Policy at any time in order to improve institutional operations, maintain system security, comply with legal requirements, or support the University's educational mission.

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