



## **Policy for the use of domain names for research groups (or equivalent) at the Department of Information Technology**

Normally, research groups, projects etc. are not offered their own domain names. In cases where this is permitted, the IT Division (IT avdelningen) is responsible for approving new domain names. (See Medarbetarportalen <https://mp.uu.se/web/info/stod/it-telefoni/it-tjanster/dns/domannamn>)

In special cases, when necessary for technical reasons, a research group (or equivalent) may request a domain name under it.uu.se. The domain is then named according to the principle “name.research.it.uu.se” (Management Group Decision 161122). The head of the Systems Support Group decides in which cases a research group (or equivalent) may use its own domain under it.uu.se.

When granted a domain under it.uu.se, the following applies:

- The layout of the web pages should follow the graphic profile set by Uppsala University. (See information on layout on the web in Medarbetarportalen <https://mp.uu.se/web/info/stod/komm/grafiskprofil/riktlinjer/webb> )
- The University’s rules for web archiving, accessibility, etc. apply. (See Webbstrategi, Diariennr: UFV 2005/420 <http://regler.uu.se/Detaljsida/?contentId=14361> )
- The Systems Support Group at the Department of Information Technology only provides support for operation and maintenance of the domain name (DNS service) and network connection, not for systems linked to the domain (servers, etc.).

The head of the Systems Support Group is responsible for reporting back to the Management Group if too many research groups (or corresponding) request their own domain names. If demand grows, this policy will be reassessed by the Management Group.

*Appendix: IT Guidelines / Dnr UFV 2016/896*

#### **4.7 Domain Name Management at Uppsala University**

- Departments and corresponding are given subdomains to uu.se on the form *inst.uu.se*.
- The same principle applies to other organizational units such as science areas, faculties and special organisations. The guiding principle is whether the organisation is represented in the university directory.
- Units, projects, research groups, conferences and other organizational units within a department (or equivalent) are not given their own domain names, but are placed under the respective department (or equivalent).
- University-wide IT systems, portals and similar services are given subdomains to uu.se in the form *tjanst.uu.se*.
- Units, projects, research groups, conferences and other matters not covered by the above items are not provided with their own domain names but are placed under *www.uu.se/name*. For e-mail addresses to corresponding units etc., the domain uu.se is used.
- *inst*, *tjanst*, and *name* must be unique and easily associated with the full name of the department, service, etc. in Swedish or English.