

Public Computer Use Policy

Two computers for unfiltered Internet access are available whenever the Library is open. To use a computer, one registers at the Circulation Desk. Computers are registered for thirty minutes of use. If no one is waiting at the end of this period, one may register for an additional thirty minutes of use. Users will lose their privileges if found accessing inappropriate, pornographic, offensive, or excessively violent web sites. Excessive printing, disruptive behavior or inappropriate access will facilitate a ban on use. Final decision according to use is at the discretion of Library staff.

- **One user is limited to one hour of time per day**
- **Maximum of two users per computer**
- **Limit printing to less than twenty pages per day**
- **Computers are shut down ten minutes before closing**

All technology policies established by Olivet College apply to computer users, for example;

Olivet College policies and state and federal law make certain kinds of activities involving information technology either abuse or civil or criminal offenses. Computer users should be aware that criminal prosecution may occur if the law is violated. Examples of misuse include, but are not limited to, the following:

- Use of information technology resources without permission;
- Interference with any information technology system or another's use of any system, including consuming gratuitously large amounts of resources (storage space, processor time, network capacity, etc.) or by deliberately causing the failure of a system resource (overwhelming mail, deliberately crashing a computer system, corrupting a disk drive on a shared computer, etc.);
- Use of any College resource as a staging ground to crack (break into) any other system without permission;
- Sending threatening messages or other material intended to harass;
- Theft, including the illegal duplication of copyrighted material, or the propagation, use, or possession of illegally copied software or data;
- Damaging files, networks, software, or equipment;
- Deliberate creation, distribution, or use of any software designed to maliciously destroy data and/or disrupt services.

