

Library Computer Use Policy

Access to computer resources imposes responsibilities and cooperation on the part of the computer user. The following policy statements, as well as the North Shore Community College Computer Use Policy and all local, state and federal laws, shall apply to all users of the North Shore Community College Library.

1. All users are expected to understand and follow the North Shore Community College Computer Use Policy.
2. Access to computers is for 30 minutes at a time and will be based on the following priorities:
 - a. Students, faculty, and staff attending scheduled courses or training programs at NSCC.
 - b. Community patrons will yield computer use to students, faculty and college staff.
3. Library computer stations are limited in number and are therefore for research purposes only.
4. Children are not permitted to use the online catalog stations in the libraries.
5. Printing from the library computers costs 10 cents/page. Patrons are responsible for paying for all of the pages they print. We encourage patrons to use PRINT PREVIEW before printing. Printouts may be paid for and picked up at the Circulation Desk.

Appropriate and authorized uses of the library computers includes but is not limited to:

- a. Gathering and providing research material
- b. Preparing course materials
- c. Completing class and homework assignments
- d. Enhancing educational teaching methods
- e. Gathering information from Campus Pipeline
- f. Using the NSCC web site to register for classes
- g. Searching catalogs and databases provided by NSCC Libraries
- h. Search internet for study, research, and teaching
- i. In Lynn, e-mail is limited to the four e-mail computers
- j. Word processing is limited to the designated computers

Inappropriate and unauthorized uses of the library computers:

- a. Cheating
- b. Plagiarizing
- c. Gambling, games, or chat lines
- d. Furnishing false information
- e. Conducting a business or unauthorized use of college computers for financial gain
- f. Disrupting normal operation of the college or NOBLE network
- g. Monopolizing resources
- h. Distributing media containing viruses
- i. Unauthorized sharing or attempting to access computer accounts, or passwords of others
- j. Inappropriate transmission or receiving obscene or abusive materials
- k. Inserting personal CDs, CD-ROMs, or DVDs

Patrons found using the computers in an inappropriate manner will be asked to leave.