COMPUTER USE POLICY

Academic Resources
Moody Medical Library

The University of Texas Medical Branch at Galveston

http://library.utmb.edu
The University of Texas Medical Branch Moody Medical Library

Guidelines for Library Computer Use

The University of Texas Medical Branch Moody Medical Library makes selected computers in public areas available to students, faculty, staff and the general public to provide access to library collections and other information resources to support the University’s mission of education, research and patient care. The intent of this policy is to ensure that facilities and resources are used most effectively to benefit the greatest number of academic users.

UTMB students, faculty, and staff have no limits imposed on computer use.

Computer use by unaffiliated users (those without a UTMB ID badge or a UTMB-Users-M account) is limited to 2 hours within a 24 hour time period. Computers are restricted to only access library resources and UTMB web pages. Photo identification is required to check out a computer.

Computer Use

Use of the computers is governed by UTMB’s policies and use of the public workstations indicates agreement to abide by UTMB standards (http://www.utmb.edu/is/policy/listing.htm). Users are expected to be aware of applicable University policy governing the display of sexually suggestive materials in the workplace as well as public areas of the Library (2.19.5 Acceptable User of Information Resources and 3.2.4 Sexual Harass-
The Internet contains some material of a controversial nature. Users are responsible for scrutinizing information on the Internet for reliability and point of view. Users are responsible for choosing sites accessed and for using the resources in a responsible manner. In addition, copyrighted works are protected regardless of the medium in which they are created or reproduced. Therefore, copyright extends to digital works and works transformed into digital format. Any copyright statements or symbols should be retained when printing a digital document. Users should abide by the UT System Copyright Policy (http://www.utsystem.edu/OGC/IntellectualProperty/cprtpol.htm).

Library staff offer assistance and instruction on information resources and in the use of the Internet as a research tool.

**USE BY MINORS**

Children under the age of 16 must be accompanied by an adult during the entire time they are in the Library and using the public computers. Underage users must use the same computer that has been assigned to their accompanying adult. The accompanying adult is responsible for the child’s use of the Internet and for the intentional or inadvertent viewing or reading of other user’s screens.
MISUSE OF COMPUTERS
Computers may not be used for commercial purposes and use must be in compliance with state and federal laws. Users of Library computers who are in violation of this policy and/or state and federal laws may be subject to legal, disciplinary or other appropriate actions including the loss of the use of the computers.

EXAMPLES OF INAPPROPRIATE USE
1. Monopolizing computer resources by using more than one computer at a time.
2. Installing software.
3. Attempting to bypass system restrictions or tampering with system files or applications
4. Copying software or other material protected by copyright.
5. Copying, renaming, altering, examining or deleting files or programs of another person without permission.
6. Using the computer with the intent to intimidate, harass, or display hostility toward others.
7. Creating, disseminating, or running a self-replicating program (“virus” or “worm”), whether destructive in nature or not.
8. Transmitting, disseminating, printing, or downloading sexually explicit images.
9. Violating federal or state laws or University policies

COMPLIANCE
The Library reserves the right to take appropriate action to ensure compliance with this policy. Library staff have the right to determine appropriateness of workstation use and can, at any time, require users to leave the workstation.