Use of Research Computers Policy

Visitors are welcome to use PCs 37-43 across from the reference desk. Donnelly Library staff asks that visitors abide by the following rules, please note that this is not an exhaustive list:

- All library patrons must provide a photo id to library staff in order to use a visitor computer.
- Limit use of research computers to 60 minutes per day.
- Games are not permitted on the research computers.
- Viewing films, with the exception of training or educational videos, are not permitted on the research computers.
- Children ages 13 and under must be under direct adult supervision.
- Do not use cell phones at the computer; cell phone use is allowed in the lobby and in the student lounge.
- Patrons must supply their own paper for printing.
- Use headphones if listening to music or sound recordings
- Noise levels must be kept low so as not to disturb other library patrons.
- Respect other library patrons.
- Display of sexually explicit images is prohibited in the library.
- No food at the research computers. Covered beverages are allowed.
- Tobacco use is prohibited in the Library.
- Animals, with the exception of service animals, are not allowed in the Library.

Highlands University students have first priority to computers. Highlands University Students with valid student ids do not have a time limit on computers.

By using a research computer, visitors agree to abide by the above rules. *If visitors abuse computer privileges, they will be asked to leave.*

Approved by:

_____   ___3/24/2015_____
Ruben F. Aragon, Library Director   Date
ajk, vb, rc, ic, pt 03/24/2015