

Computer Policy Agreement



Johnston Community College Library Services

Each student who wishes to utilize and does in fact utilize the Johnston Community College Library Computers will be expected to sign, date, and comply with the JCC Library Computer Policy Agreement. Failure to sign, date, and comply with this agreement will result in an immediate suspension of all Library Privileges.

The Library Computer Policy is as follows:

Users must:

- Follow **all** Library regulations and Conduct Policy.
- Present a valid, updated **JCC Student ID to the librarian on duty at the front desk**. Student IDs can be obtained in the Library.
- **Print legibly all areas of the sign in/out form before using Computers.**
- **Use computers for course/school related work only.**
- **Computer use at the discretion of the librarian on duty.**
- **Remain quiet and respectful of other student's rights.**

Users cannot:

- **Chat or date online** - which includes instant messaging and viewing pictures/profiles from websites such as Xanga, MySpace, etc.
- Go to, use, or surf any pornographic, offensive, or racist websites.
- **Play** games online.
- **Download any** programs, watch, or listen to music or watch non-educational videos.
- **Shop** online which includes eBay, online catalogs, and other online auction activities.
- Printing is 5 cents per copy as printed. **Check before you print!** The items printed must be course related. Unauthorized printing is a violation of this policy.
- Bring any type of food or drink into the Library. An exception will be bottles with a lid.
- **Share** Computers or Tutor other students while in the Computer area or Library without permission of librarian on duty. **Please be considerate of others.**

College Cell phone Policy states: Cell Phones **must** be set to vibrate while inside the Library. **Everyone must** exit the Library to use their cell phone.

Students are not allowed to download **pictures** or **ringtones** from or **onto their cell phones.**

Library staff will strictly adhere to a **three (3)** strike policy. A **Johnston Community College Library Conduct Incident Report** will be completed and filed for **each violation** of the above policy. A student's library privileges can and will be suspended indefinitely upon the completion and filing of that particular student's **third** Library Conduct Incident Report. No exceptions for any student, for any reason, will be made. Failure to follow the guidelines of the Library's policy and the College's AUP policy will result in the suspension of computer usage. A copy of your signed and dated Library Computer Policy Agreement will be kept on file in the Library for future reference.

By signing the Library Computer Lab Policy Agreement you are in fact agreeing to its terms and usage.

I am at least 18 years of age and agree to follow the JCC Library Services Computer Policy:

PRINT name

Date

Signature