



WCJC LIBRARIES INTERNET POLICIES AND GUIDELINES

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Use of Library facilities to access the Internet constitutes agreement to observe and abide by the WCJC Libraries Internet Policies and Guidelines.

Please read these carefully.

Internet Use Disclaimers:

- Users of WCJC Internet resources are advised that the range of content in information available on the Internet is very broad and is completely uncensored.
- The availability of such information at this site does not imply that WCJC approves of, condones, endorses or accepts responsibility for any content not under its control.
- WCJC makes no guarantee as to the validity or reliability of information accessed *via* the Internet at this site.

Internet Use Warnings:

- Library staff may observe and will determine which Internet use behaviors are appropriate in the library setting.
- Library staff may limit the amount of time a customer spends at a workstation for Internet access, especially during hours of peak usage.
- Library staff will determine and take immediate disciplinary action in the event that a user fails to abide by the WCJC Libraries Internet Use Policies and Guidelines.
- Library staff may limit the number of users at a terminal.

Allowed Internet Resources Uses:

- Activities that support the WCJC curriculum.
- Activities that support WCJC-related events or business.
- Research activities.
- Activities that support or foster educational purposes or pursuits.

Disallowed Internet Resource Uses:

- Use of resources for commercial purposes.
- Use of resources for illegal or illicit purposes.
- Use of resources to alter system files, utilities or features.

Internet Resources Priority Users

- WCJC Students
- WCJC Faculty and Staff
- Affiliated Institution Users
- Community Users

WCJC Internet Use Policy

Internet services are provided for WCJC students to support their educational needs and for WCJC faculty and staff to support their professional activities. All WCJC users are responsible for using the Internet in an effective, efficient, ethical, and lawful manner. Internet access is a privilege, not a right, and as such can be withdrawn from those who use it irresponsibly.

Procedures:

Acceptance of the Internet configuration and software files constitutes agreement with the policies outlined below.

Users have access to a wide variety of information on the Internet. The availability of such information does not imply that WCJC approves or endorses its content. Additionally, there is no guarantee of the validity or accuracy of information accessed.

Individuals may not conduct activities for private commercial gain *via* WCJC Internet services. This includes advertising personal services, selling, soliciting jobs, or any other activities whose purpose is to generate revenue for an outside job or organization.

Activities which interfere with the ability of other users to make effective use of WCJC computer services are prohibited. Such activities include, but are not necessarily limited to, harassing or threatening other users; attempting to steal passwords or other restricted information; attempting to crash the system; or actions which adversely affect the performance of the computer system. Users are expected to abide by the rules of other networks which they access.

Copying, providing, receiving, or using copyrighted material in violation of licensing agreements is prohibited.

WCJC reserves the right to examine files, accounting information, and backups generated by the use of the computing system. System administrators have the authorization and ability to monitor any user's files if there is a performance reason to do so. When a process is consuming excessive system resources or degrading system response it may be terminated, or its priority altered without notice.

Users will be notified of a first offense. Violations will be reviewed by the Chief of Security Office. Use of Internet services for any illegal activity may result in WCJC disciplinary action. Legal action may also be taken.

Individual departments may have additional rules and restrictions which users must abide by.

I have read and agree to abide by the above Internet use policy. (*Print name below signature*)

Signature

Name (*Printed*)

Id#

Date