

# Computer and Internet Use Guidelines

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The JIBC Library's Computer and Internet Use Guidelines specify that the Institute's computer resources are intended to support its educational purposes and to enhance its educational environment. Access to these Institute-owned facilities is a privilege not to be abused or used irresponsibly.

The computing and network resources of the JIBC Library are provided to JIBC faculty, staff, students and the general public to access the library's catalogue, databases, Microsoft Office Suite and other information resources for the purposes of research, study, and learning.

Priority is given to JIBC faculty, staff and students. Community users may use the equipment if sufficient resources are available at the time.

Computer and Internet use at the JIBC Library must comply with the JIBC's Information & Educational Technology Acceptable Use Policy. Library users who violate these procedures are subject to sanctions as described in this policy.

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## Conditions of use

- Users may not transmit or display, on their work screens, any images, sounds or messages that create an atmosphere of discomfort or harassment for others.
- The receipt, transmission, or display of offensive images, sounds or messages is a violation of these guidelines.
- Users must respect the copyright and intellectual property rights associated with information resources available to them including documents, databases, and digital audio and digital video materials.
- Users may not attempt to degrade system performance or capability.
- Use of JIBC computing resources for the purpose of conducting private business or commercial activities is prohibited.