

# CIS COMPUTER LAB POLICY

1. The CIS Microcomputer Labs are not open to the public. Only currently registered CSM students may use the facilities.
2. If there is room, CSM students who know the program they want to use may use the lab to type a paper or a report for a CSM class.
3. No food or drinks are allowed in the computer labs except in bookbags, not even water.
4. Students are not to load software or copy files onto the hard disks or the networks, or run programs from removable disks.
5. Students are not to copy any programs from the hard disks or the network unless specifically directed by an instructor.
6. Internet access is available for class related and research use **only**, not for entertainment or recreational use. Use of streaming audio or video is not permitted.
7. Use of Internet chat or instant messaging is not permitted.
8. Downloading files from the Internet onto the hard disks or the networks is not permitted except as specifically directed by teachers for CIS course assignments.
9. Conversations in the lab can be very distracting to other students. Please be considerate.
10. The LCD screens in the lab are easily damaged. Please do not touch them.
11. Use of the microcomputer labs denotes acceptance of the above rules. Students disobeying any of the above rules may be barred from using the labs.