

Department of Mechanical Engineering Computer Lab Access

As a user of the Department of Mechanical Engineering Computer Labs I accept the following responsibilities:

1. Only students taking Department of Mechanical Engineering classes are allowed to use the computers in the Department of Mechanical Engineering. Computer Labs, unless other arrangements are made with the Department Chairman.
2. Every account has 50 MB of space in your home directory. It is not backed up. Save your data to removable media. The accounts are deleted at the end of every semester.
3. I will not copy licensed software from the Department of Mechanical Engineering. Computers for use elsewhere.
4. I will not use Department of Mechanical Engineering computers for any commercial purpose.
5. I will assist the system administrator in resolving system problems.
6. I will report any system flaws in system security to the system administrator.
7. I will not damage any equipment, either hardware or software, nor will I remove any equipment without authorization.
8. I will not misuse the system resources, in particular, I agree that I will not use the facilities to:
 - A: Access any system, software, data, or network without proper authorization.
 - B: Send fraudulent mail or read another's mail without permission.
 - C: Access another user's files, or programs without permission of the owner.
 - D: Log into another user's account at any time.
 - E: Copy copyrighted materials without permission from the copyright owner.
9. I will bring my own Laser Quality paper to be used in the LaserJet Printers. Do not reuse the paper, as it damages the printers.
10. I will straighten up the chairs and tables and clean up the area after use.
11. I will **NOT** bring Food or Drink into the Computer Lab.

All requesters must agree to the **Department of Mechanical Engineering. Computer Facility Policy on Computer Usage and User Responsibilities** by signing this form.

I certify that I have read a copy of the **Computer Facility Policy on Computer Usage and User Responsibilities** and will abide by its policies. In accepting the **Department of Mechanical Engineering Computer Facility Access Policies**, I agree to the responsibilities and regulations outlined in this document. Failure to comply will result in your loss of computer usage.

ME course number/Instructor

Student Name (Print)

Semester

Signature