



Robert W. WOODRUFF LIBRARY

Atlanta University Center

Clark Atlanta University • Interdenominational Theological Center • Morehouse College • Spelman College

Robert W. Woodruff Library Computer Use Policy

Access to Computers and Electronic Resources

Access to computers and electronic resources of the Robert W. Woodruff Library is provided on a priority basis to students, faculty, and staff of the Atlanta University Center (AUC) community for scholarly research and instruction. AUC users need remote access accounts to access computer workstations. Visitors, not associated with the AUC, may use resources if such use is non-commercial in nature and does not interrupt the work of AUC affiliated users. There are two workstations for visitors' use. Visitors may sign up for access at the Circulation Services Desk.

Acceptable Use of Computers and Electronic Resources

The Library provides access to the Internet, free and subscription-based electronic resources. These resources are for scholarly research, instruction, and non-commercial use. By using these resources, library users agree to abide to the copyright, terms and conditions of each resource. Current faculty, staff, and students of the Atlanta University Center (AUC) may obtain remote or off-site access to the Library's electronic resources by creating a proxy account. The proxy account is for the scholarly and research needs of an AUC authorized user only. The account may not be shared with others. Unauthorized use or access to the library's electronic resources may result in suspension of library privileges

Unacceptable use of Computers and Electronic Resources

Unacceptable use of the Library's computers, the Internet, and electronic resources will result in suspension of library privileges. Unacceptable use includes but is not limited to:

- Purposes that are illegal, unethical, harmful, or fraudulent
- Use or transmission of content that is obscene, pornographic, or harassing
- Sending or forwarding chain e-mail or spamming
- Use resources for commercial purposes
- Use that attempts to damage or alter Library equipment and software

Assistance with Computer Use

Users may receive in depth assistance, evaluation, and instruction on questions regarding information resources. Users may also receive general assistance on the use of computers and laptops which includes:

- Assistance with printing and general office programs
- Instructions to connect to the wireless network
- Instructions on establishing and troubleshooting remote access proxy accounts

Questions on this policy may be addressed to the Robert W. Woodruff Library by emailing AskRef@aucr.edu or calling 404-978-2067.