

# WU Library IT Terms and Conditions of Use

Terms and conditions of use for computers and other IT equipment in the WU University Library

Valid as of: October 1, 2013

**§ 1** WU Library computers and other IT equipment (e.g. scanners, servers, networks, etc.) are provided for academic research and work only, not for recreational purposes (games, etc.).

**§ 2** As soon as a user has left a PC workstation, it is available for use for the next user.

**§ 3** Library staff may impose time limits per person for IT equipment use, if necessary to maintain normal operations.

**§ 4** Library users are not permitted to change configuration settings, install software or save personal files on library computers and IT equipment.

**§ 5** If a patron neglects to log off before leaving a workstation, the next user is not permitted to continue the session under the previous patron's username. If a library user finds a PC with an open session, he/she is obligated to end the open session or inform a member of the library staff.

**§ 6** Users are obligated to leave library computers and IT equipment in such a condition that proper use is ensured for the next patron.

**§ 7** Library patrons are required to follow any instructions given by library staff in the interest of ensuring orderly library operations. Library staff members are also authorized to demand library users to identify themselves and provide proof of identification, if required as part of their professional duties. Library users must comply with any requests to that effect.

**§ 8** When using electronic resources and programs provided by the WU University Library, users are obligated to observe all relevant legal regulations, in particular copyright laws, licensing agreements, restrictions of use, and general terms and conditions of the providers.

**§ 9** Electronic resources are provided exclusively for studying, research, and teaching purposes and for private use. Commercial use, systematic and machine-assisted download, and the republication of contents are prohibited in any event.

**§ 10** Any costs and damages resulting from claims made against WU because of infringements of the rights of third parties caused by a library user shall be borne by the user.

In the event of violations, WU is entitled to disclose the user's contact details to the contracting partner/supplier and to block access to electronic resources.

**§ 11** Any passwords disclosed in the course of a search in electronic resources are to be treated confidentially and not passed on to third parties.

**§ 12** In individual cases, the use of online services can be restricted to library equipment due to licensing agreements.

**§ 13** The WU Library does not guarantee the functioning of the computers and IT equipment. Furthermore, liability for any failure of the hardware and software used or for any loss or damage of data or data storage media is excluded.

**§ 14** The WU Rules of Conduct and the IT Directives also apply.

**§ 15** These WU Library IT Terms and Conditions of Use take effect the day after their publication in the WU Bulletin (Mitteilungsblatt) and apply to all WU premises.