

## **UALR William H. Bowen School of Law Student Computer Lab Rules**

The purpose of the computer labs is to serve as a learning, teaching and word processing facility for students, faculty and staff, and outside groups by special permission.

The computer labs are intended for the specific purposes listed below:

- Word processing for law school classes
- Legal research for law school classes
- Online legal research instruction classes
- Use of instructional software

Persons using the lab for other purposes may be asked to leave, and may be charged with an Honor Code violation if circumstances warrant.

1. The computer labs are for the use of law students, faculty and staff only. Unauthorized users will be asked to leave.
2. Students who use their UALR accounts are responsible for adhering to all rules concerning their accounts as defined by UALR's Appropriate/Acceptable Use Policy for Faculty/Staff/Students (<http://compserv.ualr.edu/pdfs/aup.pdf>).
3. The computer labs are open at all hours that the library is open except when a lab is being used for training. At those times the lab is closed to all other persons.
4. Word processing or other files must be saved on floppy disks or flash drives. Files saved on lab computer hard drives will be removed by computing services staff without warning.
5. Users may not load any software programs onto the lab computers. Any personal software will be removed by the library staff.
6. Student use of Westlaw and Lexis is restricted to educational purposes only. Use of student passwords for employment purposes is an honor code violation.
7. Students are expected to observe the printing limitation policy. All students receive a copy of the policy.
8. All printing must be completed by lab closing time.
9. No food or drink is allowed in the computer labs.