

This form must be filled in and returned to the IT officer (Cheryl Bresnark) before you can use the graduate resources room

History Faculty

Statement of Agreement for Use of the Computer Facilities

I agree to abide by the rules and regulations set by Oxford University Computing Services (OUCS) and by the Modern History Faculty including the following:

- No-one may use the Faculty's computer rooms without the permission of the IT Officer.
- You must be a registered user of the University email system. This is your official contact email address.
- All users are responsible for the security of the room and equipment. After using the computer rooms you must leave it secure. All equipment should be treated with respect. Any damaged or faulty equipment should be reported at once to the IT Officer.
- No food or drink is allowed in the computer rooms. No smoking is allowed in the computer rooms.
- Each user's files are their own property and may only be used with their explicit permission. The History Faculty and the IT Officer are not responsible for any loss of data.
- Users must ensure all their computers; files and email are free of viruses at all times.
- The graduate resources room and computers may only be used for academic purposes.
- The charges you incur as the result of using the graduate resources room (including printing charges) will be paid in full in a timely manner.
- **For graduates:** Your account will expire on the 31st December of the year in which you expect your course to finish. If you are still entitled to use the graduate resources room after that date then contact the IT Officer.
- **For other users:** Your account will expire on the day you are expected to leave.

Signature		Date
Title	First Name	Last Name
College/Dept		University Card expiry date
University username (eg. hert8989)		University Card barcode number

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