Library Resource Centre

Scanner Acceptable Use Policy

Purpose:
This policy sets guidelines to ensure that the scanner is used in a legitimate and ethical way.

Policies:
This scanner is available for academic use only for Conestoga students, faculty and staff.

Scan within copyright limits:
- Scanning must be for research, private study, criticism or review
- The scanned material must not be a substantial portion of the whole work
- The material cannot be changed or manipulated in any way, unless permission has been given by the copyright owner
- Scanned material may only be communicated electronically using a password-protected website, such as a Learning Management System (ie. eConestoga)

Priority use of computer LRC1 B01 is for scanning purposes. You may be asked to use another computer if not using the scanner.

Be respectful of others waiting to use the equipment.