



## **RCSI Bahrain**

### **Acceptable use of Electronic Resources Policy**

**March 2017**

## Policy / Regulation History

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## TABLE OF CONTENTS

1	PURPOSE .....	4
2	POLICY STATEMENT .....	4
3	APPLICATION (SCOPE).....	4
4	POLICY CONTENT .....	4-5
5	RELATED DOCUMENTS.....	5

## **1 PURPOSE**

The purpose of this policy defines "acceptable use" of limited Library & Learning Resource Centre's electronic information resources.

## **2 POLICY STATEMENT**

The purpose of this policy is to establish acceptable and unacceptable use of the electronic resources. The university provides e-resources to all registered students and staff to support the learning and research mission of the institution. The university is governed by strict licensing agreements with service providers and is responsible to maintain the integrity, confidentiality and the availability of the information assets.

This policy requires users accessing the electronic information assets to comply with the university policy.

## **3 APPLICATION (SCOPE)**

This policy applies to all students and staff of RCSI Bahrain and other authorized users.

## **4 POLICY CONTENT**

### **Licensed Electronic Resources:**

All electronic resources provided by the Library & Learning Resource Centre are governed by licensing agreements negotiated with publishers and third parties. These legally binding agreements allow students and staff to access these resources for non-commercial, educational, scholarly and research purposes. Users of these resources must comply with the terms and agreements determined by publishers or service providers. Breach of license may force the publisher to revoke access without any prior warning.

### **Acceptable use of Electronic Resources:**

- Use of electronic information resources only for educational, scholarly and research purposes.
- Save, print, or make copies of reasonable amounts or parts of the resource (such as individual journal articles) for non-commercial personal use.
- Share content with other current RCSI faculty, staff, and students.

### **Non-Acceptable use of Electronic Resources:**

- Modify or alter the content of the resources in anyway or form.
- Access by unregistered users is prohibited by the licensing agreements.
- Downloading entire journal or a large part of electronic book for printing is prohibited.
- Using software to systematically download resources is prohibited.
- Granting access to other users to your account is an offence and is prohibited.

## **5 RELATED DOCUMENTS**

- RCSI ICT – Acceptable usage policy