

General rules for usage of PCs in **Central Library Faculty of Pharmacy CU**

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1. **All PCs located in the library serve as studying tools** for registered library users who, at the entrance of this facility, shall present themselves by their library card (ISIC, ITIC, employee card).
2. **To start using PC, LOG IN to CU User Account is required:**
iný používateľ/other user: surnamenumber@uniba.sk
heslo/password: *same as AIS password*
3. Library user utilises up-to-date software (Windows 11), the **applications of Microsoft 365** (Word, Excel, Powerpoint, MS Teams, OneDrive etc.) and University External Information Sources.
4. If choosing the internet browser, Edge Microsoft (developed for Windows 11) is recommended. Google Chrome and Mozilla Firefox are available, as well.
5. Prechosen website is **Faculty of Pharmacy web page**. **Quick access through Bookmarks FaF UK is also at hand.**
6. **When PC work is finished, LOG OUT is necessary, due to self-protection of computer data.**
7. **If any PC is occupied by other logged-in person, it is necessary to notify the library consultant, who will free up the occupied PC.**
8. **Security rules of CU computer network prohibit** browsing web sites with vulgar content, pornography, web sites promoting violence, racial/religion hatred, hoax informations. It is also prohibited to download any illegal software.
9. **In case of trespassing these above mentioned rules, the library user will be denied access to the usage of library PCs.**