

CSIL Official Policies

User Files

We do not maintain user files on the Macintosh computers. Do not assume that your files will continue to be available after you logout. Accounts and files on the Apple computers are wiped nightly, when the computers are rebuilt. Files may continue to be available throughout the day, but they may also be removed more frequently. If you wish to keep Mac files stored on a central system, we advise using Chicago Box. Users can store files in their UChicago CS account. [Request a Computer Science Linux account](#) to use the Linux computers. Use a browser (or another file storage service) to transfer files to <https://webshare.uchicago.edu/>. Store your files on your own media as a backup. It is never a good idea to keep files in only one place. We do not guarantee the privacy and security of files stored on lab machines.

Priority of use

While CSIL is primarily intended for student lab work, it is open to anyone with access to the John Crerar Library. Because this is an instructional facility, users must yield to others with higher priority. Here is the priority order.

1. Students attending a lab session.
2. Computer Science students doing academic work.
3. Users doing academic work.
4. Users doing non-academic work.

If you are using a computer with a scanner attached but don't need the scanner, yield to users who do need it. You will be logged out if you leave a computer unattended for longer than 15 minutes (so that another user can use it).

Printing

Printing is done by [Unified Printing Solutions \(UPS\)](#), located on the A-Level of the John Crerar Library. **CSIL doesn't provide additional printing services.** Please send concerns to canon@lists.uchicago.edu.

Courtesy

The lab is a public space intended for work. Keep this in mind and limit noise. However, collaborative work is permitted. If you need to listen to something, use headphones. Headphones are available at the front desk.

Clean up your trash before leaving and maintain a tidy work environment. Do not leave belongings unattended or infringe on others' workspaces. They may be stolen. If you create a mess, notify a CSIL Tutor for assistance with proper cleanup.

Lost and Found

For a limited period of time, we keep unattended items (including flash drives) at the CSIL Tutor Station. See a tutor to retrieve them. The lab is not liable for misplaced valuables.

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Tampering

Don't attempt to fix computer malfunctions yourself, no matter your level of expertise. See a tutor at the front desk if there is a problem.

You are allowed to use your own portable devices and peripherals with CSIL computers. However, the following activities are prohibited:

- Unplugging, rewiring or otherwise modifying the configuration of CSIL equipment.
- Tampering with, vandalizing or otherwise damaging CSIL equipment, including uses of equipment not covered under their respective warranties.
- Moving towers, monitors, scanners and other CSIL fixtures without the explicit permission and oversight of CSIL staff. Mobile whiteboards may not be moved out of the labs without permission.
- Use of the AV systems without the explicit permission of CSIL staff.

Do not modify files outside of your home directory. See a Tutor at the front desk in order to install specific software, fonts, etc.

Lab machine software is freeware or is licensed to CSIL and the university. Illegally copying software is not tolerated and results in the loss of usage privileges. Violators are also subject to legal action taken by the University or the licensors.

Do not attempt to damage or render CSIL's equipment inoperable by physical or computational means. This is strictly prohibited.

Use Restrictions

Unless directly approved by the Director (Bill Sterner), we prohibit for-profit use of CSIL resources by a person, persons, or company.

We prohibit using CSIL resources to hack, crack, subvert [Digital Rights Management](#) or for other illegal purposes. Violators will be reported to University and law enforcement authorities.

Food

Food and beverages are allowed in the the John Crerar Library and CSIL. Please be careful. A spill could ruin a very expensive computer.

Other

Users are liable for all damages they cause. Smoking is not allowed. Pets are also not allowed (except for service animals). All of the John Crerar Library's regulation apply in CSIL. We reserve the right to change our policies without notice.