

# Library Company of Philadelphia Computer Policies and Procedures

**Please read carefully before signing below.**

1. All researchers must have anti-virus software installed and updated on their computers before accessing the LCP public network.

**\* This includes MAC users.**

*If you do not have virus software please download a free or trial version from one of these sites:*

Symantec Antivirus (**MAC & PC**)

<http://www.symantec.com>

AVG Free Antivirus (**PC only**)

<http://www.cnet.com>

iAntivirus Free Edition (**MAC only**)

<http://www.cnet.com>

2. All removable media (including thumb drives) must undergo a virus scan by LCP staff before use on any LCP computer.
3. Researchers who fail to abide by these rules will be permanently barred from using Library Company computers in both the library and residence.

**I have read and agree to follow the Library Company's Computer Policies and Procedures.**

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_