

# CHICAGO STATE UNIVERSITY

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STUDENT COMPUTING SERVICES/MEDIA SERVICES  
TECHNOLOGY AND LEARNING RESOURCES

9501 SOUTH KING DRIVE  
CHICAGO, ILLINOIS 60628-1598  
TEL 773.995.2378 • FAX 773.995.2534

ATTENTION GUESTS: THE ACADEMIC LIBRARY HAS INSTITUTED THE FOLLOWING SIGN IN PROCEDURE FOR ALL GUESTS, EFFECTIVE **IMMEDIATELY**. IF YOU ARE A VISITOR, AND WOULD LIKE TO UTILIZE THE USE OF THE COMPUTERS IN THE OPEN AREA YOU MUST DO THE FOLLOWING:

1. SIGN IN AT THE MEDIA SERVICE DESK (PRINT YOUR NAME, DATE, COMPUTER NUMBER AND TIME OF ENTRY.
2. LEAVE YOUR VISITOR PASS WITH THE MEDIA SERVICES ATTENDENT ON DUTY
3. WHEN YOU HAVE FINISHED YOUR SESSION SIGN OUT AND COLLECT YOUR VISITOR PASS.

FOR SECURITY AND CONVENIENCE ALL GUEST COMPUTER SESSIONS ARE LIMITED TO ONE HOUR. ADDITIONAL TIME MAY BE GRANTED AT THE DESCRETION OF THE MEDIA SERVICE ATTENDENT ON DUTY. THIS IS DONE TO ENSURE THAT COMPUTERS ARE READILY AVAILIABE FOR STUDENTS THAT NEED THEM.

WE THANK YOU FOR YOUR COOPERATION AND APPRECIATE YOUR CONTINUED PATRONAGE.