

April 2018

## Acceptable Use of Library E-resources

---

The University Library provides staff and students of the University with a range of electronic resources (e-books, e-journals, image databases, datasets) which you can find listed in our library catalogue, our A-Z list of databases or our subject guides. For each of these resources the University signs a licence agreement which indicates what is allowed in terms of using the material. Licenses differ but as a general rule the following apply:

- material found in our electronic collections can only be used for research, teaching and private study and not commercial purposes.
- you can print, or download a single copy of an article or book chapter but should not make multiple copies
- copyright regulations apply to electronic resources. Author names, copyright notices or text should not be removed, altered or obscured
- you should not share copies of the material with unauthorised users (i.e. anyone who is not a current University of St Andrews student or staff member)
- Systematic downloading using robots, spiders or manual means is not permitted. Publishers keep track of patterns of use and where they suspect misuse in the form of systematic downloading they will withdraw access to their content to all University staff and students.

If you are unsure whether the way you need to use the resources is considered as acceptable use then look at the terms and conditions or copyright section of the database or contact us at [library@standrews.ac.uk](mailto:library@standrews.ac.uk) with your question and we will be happy to advise.

Regulations governing the use of University IT Facilities can be found on IT Services webpages at: <http://www.st-andrews.ac.uk/staff/policy/computer/>