

# 國立中山大學

## 圖書與資訊處集思軒使用辦法

98.10.08 本校 98 學年第 5 次圖書與資訊處組長會議通過

- 第一條 為便利個人學習或群體學習，本處於圖資大樓一樓設置數位學習與自學共享空間，名稱為「集思軒 (Learning Plaza)」，提供多元學習環境。為使集思軒有效運用並妥善管理，茲訂定本使用辦法。
- 第二條 開放對象以本校教職員工及學生為原則，其他人員除了參與本校數位資源學習相關課程外，非經許可不得使用本空間。
- 第三條 持感應卡的學生證或服務證，於入口處以感應方式進入。
- 第四條 開放日期比照圖書館，開放時間為：
- 一、週一至週五：上午 8:30 ~ 下午 10:30
  - 二、週六、週日：上午 9:00 ~ 下午 5:00
- 第五條 本空間置有電腦、印表機等資訊設備，提供資訊檢索、協助課業使用，禁止非法的網路行為。
- 第六條 不得擅自移動集思軒內任何設備，變更網路或硬碟內之軟體系統設定。
- 第七條 集思軒設有討論室 2 間。使用時段一次最多為 3 小時，提供課業討論用，不做為教師的上課教室。
- 第八條 在集思軒內禁止飲食，亦不得有喧鬧或類似行為等。
- 第九條 遇突發狀況(如停電、設備故障等)，或有任何使用上的問題，請通知服務台人員，或向 3 樓借還書服務台反應，以儘速處理。
- 第十條 請維護整潔，使用完畢後，桌椅、設備等請歸定位。
- 第十一條 請遵守本辦法之規定使用，違者依本處「讀者行為違規處理辦法」執行。
- 第十二條 本辦法經本處組長會議通過，陳 處長核示後實施，修正時亦同。

# NSYSU LIS Policy of Learning Plaza

98.10.08

## **Article 1**

This policy serves as a guideline to facilitate user access to the facilities in Learning Plaza for the purpose of discussion, research and learning.

## **Article 2**

Learning Plaza is open for students, faculty and staff members in NSYSU. Others are not allowed to use the facilities in Learning Plaza except that they participate in digital resource learning curricula.

## **Article 3**

Please sense your student ID card or employee ID card in the entrance.

## **Article 4**

Open hours as Library. Open times :

8:30 a.m. ~ 10:30 p.m. Monday through Friday

9:00 a.m. ~ 5:00 p.m. Saturday and Sunday

## **Article 5**

Learning Plaza is equipped with Internet printer & computers for information retrieval and academic use. Any illegal Internet behavior is prohibited.

## **Article 6**

It is prohibited to move any facility of Learning Plaza and to change or cancel any setting on the computer.

## **Article 7**

There are two discussion rooms in Learning Plaza for class-related discussion, not for teaching.

## **Article 8**

Any beverages and food, noise are not allowed in Learning Plaza.

## **Article 9**

Please inform librarians as soon as possible if any accident occurs such as power failure and equipment malfunction or if a user has problems in using the facilities.

## **Article 10**

A user will be held responsible for keeping clean the Learning Plaza. Please move the chairs, desks and other facilities to the original places after using them.

**Article 11**

Please conform to the above rules. Violators will be punished in accordance with "Regulations of Reader's Violation" of Office of Library and Information Services.

**Article 12**

Policy of Learning Plaza and amendments will take effect after the approval of the director of Office of Library and Information Services.