

Web Camera Policies

- I agree to pay the overdue fine of **\$5.00/hour per part**, if I fail to return the Web Camera or its accessories to the Media and Reserve Library's desk on time.
- I understand that while this Web Camera is in my possession, I am responsible for it at all times. **I WILL NOT GIVE THE WEB CAMERA TO ANYONE ELSE. I will NOT leave the Web Camera unattended.** Web Cameras **MUST** be returned **ONLY** to the Media and Reserve Library.
- I will immediately report any loss or damage of the Web Camera or its accessories to the Media and Reserve Library. I agree to pay all costs associated with damage to, loss of, or theft of the Web Camera and its accessories (up to the **\$20.00** replacement cost) while it is checked out to me.
- I will return the equipment clean and free of foreign substances or risk being charged an equipment cleaning fee.
- Library Web Cameras are for educational and research purposes, and I will abide by the Student Code of Conduct and all other applicable UWM policies. The Web Cameras may not be used for illegal activities including, but not limited to: disruption of other users/ services/ equipment and harassment.

- **All Web Cameras must be returned before the Media and Reserve Library closes.**
- I will not leave the Web Camera on the Media and Reserve Library desk unless a staff member is present. I will wait for Library staff as they fulfill obligations to inventory components and provide me with a receipt if requested.
- Borrowers should be proficient in the use of the hardware/software they plan to access. Library staff does not provide assistance in the use of either hardware or software.
- I acknowledge that all equipment has been examined by library staff prior to checkout and that only complete and functioning equipment and accessories will be circulated to me. I will perform an inspection myself before leaving with any borrowed equipment, to ensure that everything is functioning properly.

Questions?

Media and Reserve Library
(414) 229-4673
Email: libmedia@uwm.edu
Website: <http://uwm.edu/libraries/media/>

re: 11/13/17



UWM LIBRARIES WEB CAMERA Logitech QuickCam Communicate MP (S5500)

Brief Guide



Web Camera

The UWM Libraries are pleased to make Logitech QuickCam Web cameras available for use by current UWM students, faculty and staff with their current, valid UWM ID. The Web Camera comes with a carrying case.

GETTING STARTED

- Place the Web Camera on top of the monitor or laptop screen and bend the base down to secure it. It can also sit on a table by bending the base straight out.
- Open the camera shade by sliding the switch on the top of the camera towards the back to reveal the camera lens.
- Plug the USB cable in to the computer and wait for the computer to acknowledge the new hardware.

APPLICATIONS

- Works with Skype, Windows Live Messenger, Yahoo Messenger and other compatible instant messaging applications.
- Also works with YouTube upload (registration required).