


# Business Information Centre

Services for Staff and Postgraduates  
The University of Auckland Business School  
Level 2, Owen G Glenn Building



## Guidelines for using the BIC

- Business School staff and postgraduates have swipe card access to the Business Information Centre. Please see your departmental managers concerning any card queries
- All print resources are 'Reference Only'. The major business print collections are based in the General Library, where lending services are available
- Photocopying, printing and scanning facilities are via Netaccount
- Laptops may be used, with power points and network nodes located throughout the study areas
- The Business School's wireless network is available
- The BIC does not accept responsibility for personal belongings
- Non-alcoholic drinks in spill-proof container are permitted
- Eating is not permitted in any study space areas (including at computer workstations)
- Users of the BIC are expected to observe current university policies concerning computer use

**Thank you for your cooperation.**