

LIBRARY COMPUTERS/ INTERNET POLICY

The library provides computers for public use. Public use computers are to be used for accessing the Internet, accessing internal library resources and utilizing library supplied software (such as word processing and spreadsheet applications). The library reserves the right to install software or undertake other measures to preserve limited computer resources for their intended purposes.

The library has developed certain procedures to assist staff and patrons in the use of computers. The following procedures apply:

Public computers are monitored by a time and print management software. Logging into the computer requires entering the barcode number of the user's library card. Residents of the Ella Johnson Public Library District are eligible for a free card. Residents of other communities may pay a \$2.00 user fee to use the computers and receive a guest pass. After a patron has signed the *Acceptable Use Agreement*, the patron needs only to enter his/her library card barcode number or guest pass number to log onto any available public computer. Library patrons who have a blocked status and/or owe \$5.00 or more in fines at the library will need to resolve the problem at the circulation desk before using the public computers. Using another patron's card to access the Internet is prohibited. Patrons without a card may also use the *Express Machine* for 15 minutes.

Use of a computer is allocated in time slots of 60 minutes. Patrons may have unlimited sessions as long as public computers remain open. If no public computers are available patrons may not be able extend their time once their session has ended. All printing and saving of files must be completed within the patron's time slot.

The installation of personal software on library computer equipment is prohibited.

The patron agrees to abide by all copyright and licensing laws. No patron will make unauthorized copies of software through the use of the library district's computers. Any such action will result in the suspension or revocation of computer privileges. In addition, the library district or others may pursue legal action against patrons who violate this policy.

The library cannot guarantee the privacy of individuals who use library computers. Patrons who save information to a hard drive, instruct the computer to save a password, use an Internet browser with cookies enabled or take some other action may undermine their personal privacy and/or security. The library will not be responsible for any financial loss incurred as a result of compromised computer privacy and/or security. Patrons are responsible for ensuring that their information and/or Internet connection remains secure. Library staff is not responsible for assisting patrons with personal privacy and/or security measures.

The library does not allow patrons to undertake any function on the library's computers that requires closing down the protective menu program. No exceptions to this policy will be made.

The Internet is a privilege extended to patrons, not a right. The library is under no obligation to provide this service. Failure to comply with these policies may result in suspension of computer privileges at the library.

Library computers may not be used to display any sexually explicit or offensive materials. The prohibition is not limited to those materials that meet the legal definition of pornography.

The library filters the Internet in compliance with the Children's Internet Protection Act (CIPA). The following categories will be filtered: hacking/proxy avoidance systems, adults only, nudity, pornography and sex with exceptions made for educational, historical or medical purposes. The majority of the information obtained through the Internet is generated outside the library district, and while the library filters Internet content, it is impossible for the library district to restrict and/or prevent access to controversial materials on the Internet. In accordance with the library's legal obligations, the staff will, upon request, provide adults 18 years of age and older with unfiltered Internet access.

Parents need to be advised that no filtering software can control access to all materials that an individual may deem inappropriate. Parents or guardians are expected to monitor and supervise their children's use of the Internet. Library staff members are not responsible for monitoring children's use of the Internet. Parents or guardians are encouraged to discuss with their children issues of appropriate use and information safety in regard to the Internet. The library may also filter the use of Internet chat to preserve limited computer resources for informational and educational use. While some chat content may provide legitimate informational and educational content, the library may or may not provide access to that content.

Internet users acknowledge that the public library is a public place. Patrons who, in a public place, choose to access Internet sites that are deemed pornographic and who expose a minor or minors to such material, whether or not there was intent to do so, may be held criminally or civilly liable for that exposure. The Internet user acknowledges that the library is in no way liable, either criminally or civilly, for such exposure.

Suspected criminal activity may be defined in, but not limited to, definitions in this policy. Suspected criminal activity also includes suspicion that a child has been exposed to pornographic material.

Internet users will not use any language that promotes violence and/or hatred.

Library staff will assist patrons with searching the Internet only as staff time permits.