

Lester Public Library of Rome
Use of Computers, Computer Networks, & Internet Policy

The library offers use of public computers connected to the internet and wireless internet access for use with personal devices. The internet is a resource which offers a wealth of educational, recreational, and cultural information which vastly increases the amount of information available to library users.

Use of the computers and the internet is a privilege, not a right. Inappropriate use will result in a suspension or cancellation of this privilege.

User Responsibility:

1. **Environment:** Users should be aware they are working in a public environment shared by people of all ages and sensibilities. Users should refrain from the use of computer/internet sounds and visuals which may disrupt the ability of other library patrons to use the library and its resources.
2. **Access:** It is the user's responsibility to choose which digital resources to access. Be aware that the internet is unregulated and materials accessible through it may be inaccurate, incomplete, outdated, biased, inappropriate, or offensive. Users are cautioned to access and evaluate materials online as they would a print resource.
3. **Appropriate Use:** Users must use internet resources for educational, informational, and recreational purposes only. The computer work stations are not to be used for illegal, unauthorized, or unethical purposes.
4. **Privacy:** Users must respect the privacy of others using public work stations at the library by not interfering with their use. Users must also not misrepresent oneself as another user.
5. **Equipment, Hardware, and Software:** Users are liable for costs arising from malicious damage to library equipment/or software. Failure to comply with library policy may result in, but not be limited to, suspension of internet privileges at the library. Illegal use of library internet work stations could be subject to prosecution under Local, State or Federal Law. Users must not attempt in any way to:
 - a. alter, damage, abuse or sabotage computer equipment or software, alter configurations or install any software
 - b. modify or gain access to files, passwords, or data belonging to others
 - c. seek unauthorized access to any computers system, or damaging or altering software components of any network or database
6. **Copyright:** Users must make only authorized copies of copyrighted or licensed software or data. The Copyright Law of the United States (Title 17, United States Code) governs the reproduction, distribution, adaptation, public performance and public display of copyrighter materials. Responsibility for any possible copyright infringement lies solely with the user; the library disclaims any responsibility or liability resulting thereof.
7. **Obscene Material:** Users may not send, receive, or display text or graphics which may reasonably be construed as obscene or pornographic. Users may not use library work stations for an activity that is deliberately offensive or creates an intimidating or hostile environment. Displaying sexually suggestive objects or pictures could be a violation of State or Federal obscenity laws.
8. **Wireless Internet:** Users must understand the wireless internet network is unsecured, unfiltered, and open to everyone. Users are responsible for the safety and security of their personal equipment and information

9. **Time Limits:** Users must adhere to time limits on the use of a library work stations. The public internet computers are shut off 15 minutes before the library closes. The internet stations will provide a warning letting the patron know the computer will be shutting down.
10. **Children:** The library assumes no responsibility for the use of the internet by children. It is not possible for library staff to control specific information children or young adults may locate on the internet. It is the responsibility of the user (or the parent/guardian) to determine what is appropriate. Therefore, parents are expected to monitor and supervise their children's use of the internet.
11. **Personal Files, Media, and Devices:** Software, files, or other materials downloaded from the internet may contain a virus. The library is not responsible for damage to a user's media or equipment, or for any loss of data, damage, or liability that may occur from the individual's use of the library's internet/computer services.
12. **Liability:** The user agrees to hold the library harmless from any claims, losses, damages, obligations, or liabilities relating to the use of wireless internet, library computers, personal computers, or information obtained from the electronic information system at the library.

Library Responsibility:

1. **Access:** The library strives to maintain access to computers and the internet whenever the library is open. Short downtimes do occasionally occur, and will be announced ahead of time whenever possible.
2. **Support:** Library staff can assist patrons with library computers, printers, library software, and general internet use, based on staff availability and knowledge. However, library staff are not familiar with every application a person might wish to use.
3. **Privacy:** Computer use information, as well as library cardholder information, is confidential. All files are removed and internet search history is deleted from library computers at the end of each user's session.

Revised and approved by the Lester Public Library Board on 11/13/2020.

Reviewed, revised, and approved by the Lester Public Library Board on 06/13/2025.