

## Lester Public Library of Rome Internet Use Policy

The internet offers a wealth of educational, recreational, and cultural information that vastly increases the resources available to library users. It is the user's responsibility to choose which resource to access. Be aware that the internet is unregulated and materials accessible through it may be inaccurate, incomplete, outdated, biased, inappropriate or offensive. Since Lester Public Library of Rome has no control over the content, individuals use it at their own risk. Users are cautioned to access and evaluate materials online as they would a print resource.

Use of the internet is a privilege, not a right, and inappropriate use will result in a suspension or cancellation of this privilege. All user of electronic information resources such as the internet are expected to use these times in a responsible manner, consistent with the educational and informational purposes for which they are provided and to follow these policies and regulations.

### Responsibilities and Ethical Use:

1. 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.
2. Users must respect the privacy of others by not misrepresenting oneself as another user; by not attempting to modify or gain access to files, passwords, or data belonging to others; by not seeking unauthorized access to any computers system, or damaging or altering software components of any network or database.
3. Users must respect the privacy of others using public work stations at the library by not interfering with their use.
4. Users must not attempt in any way to alter, damage, abuse or sabotage computer equipment or software, alter configurations or install any software.
5. Users must make only authorized copies of copyrighted or licensed software or data. 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.
6. Users must adhere to time limits on the use of a library work stations while others are waiting is required.

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.

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.

The library has PC time management software that allows patrons to log themselves into the work stations using their library card and pin number. Users are granted a 45 minute session and will get an additional 45 minutes as long as one computer station is open. To gain access to an internet work station, patrons must click the agree button when logging in with their library card and pin number. By clicking agree, the patron is indicating they have read the terms and conditions of the Lester Public Library of Rome's internet use policy and understands its significance.

Patrons must have their own library card to use the internet. Patrons found to be logged in under another patron's card will have their session terminated immediately by staff. The library does not permit sharing library cards for the purpose of accessing information on the internet.

If library users want or need access to the internet and do not have a valid card from South Central Library System (patron visiting a family in the area or from another state), library staff shall log the patron in as a guest.

On a limited basis, the library staff will assist patrons with internet use as time will permit, but library staff are not be familiar with every application that a person might wish to use. The library staff is not able to train people on how to use the internet.

The public internet computers are shut off 10 minutes before the library closes. The internet stations will provide a warning letting the patron know the computer will be shutting down.

Software downloaded from the internet may contain a virus. The library is not responsible for damage to a user's media, for any loss of data, damage or liability that may occur from the individual's use of the library's internet service.

The user agrees to hold the library harmless from any claims, losses, damages, obligations or liabilities relating to the use of information obtained from the electronic information system at the library.

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.

The Copyright Law of the United States (Title 17, United States Code) governs the reproduction, distribution, adaptation, public performance and public display of copyright materials. Responsibility for any possible copyright infringement lies solely with the user; the library disclaims any responsibility or liability resulting thereof.

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