

Computer Use and Internet Access Policy

The Perry Public Library is pleased to provide electronic resources via the Internet through the use of our public access computers and lending out hotspots. Computers are available for public use during regular library hours, except during times of routine or emergency maintenance. Hotspots can be checked out and internet access can be taken home with you. The purpose of providing public Internet Access is to expose the public to the world of information available on the Internet and to provide equal access to that information for all individuals in the community.

Since the Internet is a global electronic network, the Perry Public Library has no control over the information accessed through the Internet and cannot be held responsible for its content. The Internet and its available resources may contain material of a controversial nature. The library will not censor access to material nor protect users from offensive information and is not responsible for the availability or accuracy of information accessed from remote network sites.

The Perry Public Library complies with the United States Copyright Law, and all other federal, state, and local laws relating to the use of the Internet and other electronic media.

The following rules govern the use of the library computers:

1. All workstations requires library card and pin number.
2. Guest passes may be issued for those without library cards. Staff will encourage all computer users to obtain a library card.
3. There is a 30-minute time limit for the Public Internet computers when others are waiting. When no one is waiting, additional time at the Public Internet workstations is limited to three additional 30-minute sessions.
4. If use of a computer results in disruption of library services or if behavior becomes inappropriate for a library setting, the library reserves the right to end a session at any time.
5. Color printing is available for \$.25 per page. Black and white printing is available for \$.15 per page
6. A flash drive or disc may be used to save information from a computer. The library is not responsible for any damage to personal diskettes or flash drives when used in library computers. Although the library uses anti-virus software on its computers, absolute protection is not guaranteed. Software

downloaded from the Internet may contain viruses. The library encourages the Internet user to install and use anti-virus software on his/her own computer and equipment.

7. Individual software may not be installed or used to alter or attach equipment to the library's hardware or to attempt to bypass security features.
8. Each user is responsible for complying with copyright law and adhering to software licensing agreements, as well as all local, state, and federal laws including, but not limited to, those concerning fraud, privacy, or obscenity.
9. Library staff may be able to help with basic computer use and startup procedures, but may not be able to provide information on the use of each software program. If one has never used a computer or has specific questions about a software program, reference books and user guides are available.
10. Misuse of a computer or hotspot may result in suspension or loss of computer privileges and hotspot borrowing privileges.
11. Public Computer Use privileges and hotspot borrowing privileges will be suspended if fines, damages, fees, or assessments for lost materials in excess of \$5.00 are not paid, and will remain suspended until they are paid.
12. Public Computer Use privileges and hotspot borrowing privileges will be suspended for copyright infringement.

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The following rules govern access to the Internet from the library:

1. Internet communications shall be considered private, and confidentiality will be encouraged within the limits of a public environment, the technology of the equipment, and the requirements of law.
2. The Internet user may encounter closed or restricted databases and resources for which the library accepts no responsibility:
 - a. The host computer has been "overloaded" by Internet visitors and has closed down or limited access.
 - b. The host computer is no longer maintained or has changed its address or Universal Resource Locator (URL).
 - c. The database or computer is only accessible to users affiliated with a specific licensed organization.
 - d. Perry Public Library's Internet connection may be temporarily closed down for maintenance or due to technical difficulties.
3. The library does not offer electronic mail (e-mail) accounts or access to chat rooms, news or discussion groups. However, there are many Internet providers who offer free e-mail access.
4. As is the case with other materials in the library's collection, any restriction of a child's access to the Internet is the responsibility of the parent or legal guardian. The Perry Public Library cannot act as a censor or substitute parent. It is the responsibility of the parents to provide the oversight to ensure their children's use of the Internet in a safe and appropriate manner, including the proper use of expensive computer equipment.
5. Staff reserves the right to end a session if there is suggestion of misconduct, misuse, or illegal use of library computers and personal devices accessing the library's wireless service.
6. Violations of the Computer Use and Internet Access Policy may lead to the suspension or revocation of Internet access through the library and may lead to financial responsibility.
7. Illegal acts involving library computers or personal devices accessing the library's wireless service or the internet with a library hotspot may also be subject to prosecution by local, state or federal authorities. It is against the law to download or provide child pornography, or display pornography where it may be seen by children (Iowa Code, Chapter 728.2)