

Anthony Public Library

INTERNET/COMPUTER ACCESS POLICY AND GUIDELINES

The Anthony Public Library offers internet access for library patrons as a useful reference, informational, and educational tool. The internet is an unregulated medium. It offers a wealth of material that is personally, professionally, and culturally enriching to individuals of all ages. It also enables access to some materials that may be offensive, disturbing, and/or questionable. When you access the World Wide Web you leave the Anthony Public Library. The library has no control over what information is available and cannot be held responsible for its contents.

Access by Anthony Public Library patrons to any internet sites/pages that are inappropriate for "ALL AGES" public viewing is strictly prohibited. The library reserves the right to question material accessed on its computer terminals for appropriateness in a public setting.

Not all sources on the net provide accurate, complete, or current information. Be a good information consumer and question the validity of the information you find.

Parents or guardians, NOT the library staff, are responsible for the internet information accessed by their children. Parents may want to supervise their children's use of the net.

1. USERS

- a. Must have a current Anthony Public Library card or show a current driver 's license.
- b. Read the Internet/Computer Access Policy and Guidelines and accept them by signing an Internet Use Agreement, which the staff keeps on file.
- c. Users under the age of 18 must have their parent/guardian read with them the Internet/Computer Access Policy and Guidelines and accept them by parents signing an Internet Use Agreement, which the staff keeps on file.
- d. Users under the age of 18 must read and follow the guidelines in "My rules for online safety," provided by the library.

2. STAFF

- a. The staff will assist you accessing the internet, offer searching suggestions, and answer questions.
- b. The staff cannot provide in-depth training, or assistance with technical problems. Internet trained staff may not always be available.
- c. As with all patron library information, confidentiality will be protected.

3. INTERNET USE

- a. Computers are available free of charge during regular library hours but subject to periodic maintenance.
- b. Computers are available on a first come, first serve basis, or may be reserved for a specific time. Walk-ins may be requested to postpone immediate access due to previously scheduled appointments, or staffing capabilities.
- c. Users must sign in at the front desk to use the computers.
- d. Time limit on use is 1 hour unless no others are waiting to use it.
- e. Patrons MAY NOT use their own computer disks for saving data or inputting programs into the library's computers. Blank formatted Diskettes are available for a minimal charge at the front desk. these diskettes can be kept on file at the library until you are ready to take them home. Once they leave the premises they cannot be used again on our computers - no exceptions.
- f. Chat room and newsgroup access are prohibited.
- g. Personal services (e-mail and listserves, etc.) are available by way of an e-mail internet service on the World Wide Web such as Hotmail, Mail Excite, Yahoo and others where patrons establish their own account and password. The library's e-mail account and address are not for public use.
- h. Print-outs will be charged to the patron

Refusal to cooperate with staff in complying with any or all of the above guidelines will result in loss of computer privileges. Illegal acts using information from library sources are subject to prosecution by local, state, or federal officials.