

# **Attica City Library**

## **Computer and Internet Use Policy**

The computer at the Attica City Library is available to library users in good standing, who have current library cards with no outstanding fines, over-dues or misuse of other library privileges. One time use of the computer does not require library user registration but does require a signed agreement to internet access policy. Children under the age of 17 must have a parent or guardian signed consent form on file.

The only computer use authorized by the library is legal use and each user is required to abide by the conditions of this policy. Illegal or criminal use of the computer or Internet or failure to abide by the conditions of this policy will result in user's loss of privileges. Illegal use of the Internet, especially viewing child pornography, making threats of violence or other criminal acts, are prosecutable under applicable state and federal laws. The computer may be monitored by the staff for assistance and security.

The library's Internet access is intended primarily as an information resource. Access to personal e-mail by library users is at their own discretion, the library does NOT provide personal e-mail services to the library users through its library Internet account. Access to chat rooms by library users is prohibited. Parents agree that the monitoring and supervision of their children's use of the Internet is their responsibility.

The use of the computer is on a first come, first served basis. A user must check in at the desk prior to using the computer. Each user may use the computer for thirty (30) minutes depending on usage demands and the discretion of the librarian on duty. A maximum of two people at a time may view the computer during its use. The library staff may offer suggestions and answer questions, but cannot provide individual training. The librarian always maintains the right to interrupt or end computer use by a library user.

The library is not responsible for damage to any user's personal disk or loss of data, damage or liability that may occur from use of the library's computer. For users who want to save their files, formatted disks can be purchased from the library for \$1.00 each. No disks, or drives other than those purchased from the library are allowed. There is a \$.10 per page charge for printing. This includes errors made by users in the printing process. Users may not run their personal software or programs downloaded from the Internet. NO "instant messaging" will be allowed. Any files left on the library's computer hard-drive will be deleted. Users are personally responsible for any commercial transactions they make via the Internet. Use of the library's computer or Internet should not be considered private or confidential.

The library has no control over the information accessed through the internet and cannot be responsible for its content. However, the library does reserve the right to question material access on its computer for its appropriateness in a public setting. Parents or guardians, NOT the library staff, are responsible for internet information accessed by their children. Please remember that the library staff cannot protect internet users from material that may be offensive or inaccurate.