

Internet Access Policy and Patron Agreement Form

A. Introduction

The Augusta Public Library asks that patrons agree to abide by the following Internet Access Policy and Guidelines.

B. Internet Policy

The Augusta Public Library is committed to its role in serving the information needs of all of its community members. Providing access to the Internet can enable the Library to expand and enhance the Library's information services beyond the traditional collections and resources. While the Internet generally provides access to information that is valuable and enlightening, the user may find information that is controversial, offensive, disturbing, erroneous or illegal.

1. The Augusta Public Library does not monitor and has no control over the information available on the Internet and cannot be held responsible for the content, accuracy, or quality of information retrieved or images viewed. Viewing of certain materials in the public library may be considered improper in time, place, or manner. Without wishing to censor access, the Library staff reserves the right to prohibit material that in their judgment is inappropriate for viewing in this public area. This may include material that you do not find personally offensive.
2. Internet resources accessible through the Library are provided equally to all library users. Parents or legal guardians, not the Library or its staff, are responsible for the Internet information selected and/or accessed by their children – and only their children. A parent or legal guardian must provide approval before a child under 18 will be allowed to check out an Internet computer.

Staff Assistance

Library staff will be pleased to assist users in accessing its electronic resources as service demands permit. Each user is, however, ultimately responsible for conducting his or her own search. Staff cannot provide in-depth individual training in the use of the Internet or personal computers.

C. Responsibilities

1. Legal use: The public or staff may not use computer resources for illegal purposes. Examples of unacceptable purposes include, but are not limited to:
 - Harassment of other users
 - Libeling or slandering other users
 - Destruction of or damage to equipment, software, or data belonging to the Library or other users.
 - Disruption or unauthorized monitoring of electronic communication.
 - Unauthorized copying of copyrighted material.

2. **Ethical use:** Computing resources should be used in accordance with the ethical standards of the library. Examples of unacceptable use (some of which may have legal consequences) include, but are not limited to:
 - Violation of computer system security.
 - Unauthorized use of computer accounts, access codes, or network identification numbers assigned to others (when applicable).
 - Use of computer communications facilities in ways that unnecessarily impede the computing activities of others, such as randomly initiating interactive electronic communication. (when applicable)
 - Violation of software agreements.
 - Violation of network use policies and regulations.
 - Violation of another user's privacy.
3. **Cooperative use:** The library endorses cooperative computing among staff and patrons. Computer users can facilitate cooperative computing by:
 - Regular deletion of unneeded files from one's accounts on shared computing resources (when applicable).
 - Refraining from overuse of interactive network facilities.
 - Refraining from use of sounds and visuals, which might be disruptive to others.
 - Refraining from use of any computing resource in an irresponsible manner.

C. Guidelines for Internet Access

1. To use the Internet, the patron must have an active Augusta Public Library card. The patron must check in at the circulation desk prior to using the Internet.
2. Patron must read the Internet Access and Use Agreement and signify acceptance of the policy by signing the agreement. An asterisk is placed after their first name in the circulation system to indicate that they have agreed to the policy. Patrons under 18 years of age must have a parent or legal guardian read and agree to the policy before those patrons can have Internet access.
3. People who are traveling through town may also use the Internet even though they do not have an Augusta Public Library card. They must read the Internet policy and then sign the visitor's log, which includes date, initials and hometown.
4. Patrons need to be in good standing to use the Internet. To be in good standing a patron must not have over \$5.00 in fines or fees. Senior staff has the discretion to authorize checkouts in unusual circumstances.
5. Use of the Internet computers will be available on a first come, first serve basis. Patrons shall limit their use of the Internet to one (1) hour per day; children's Internet use is limited to thirty (30) minutes per day. The Internet computers in the children's area are for patrons under the age of 12. All other patrons use the upper level Internet computers. If patrons have special exceptions and need to use the Internet for a longer period of time, they may ask a staff member for a longer time period.

6. Patrons may save to their own disks. Patrons may bring their own disks or purchase a disk at the circulation desk.
7. The Library's Internet workstations are intended for exploring the Internet using a web browser.
8. Each computer is hooked up to a networked laser printer. The fee for printing is ten cents (\$0.10 per page for black and white and twenty-five cents (\$0.25 for color. The printers are located behind the circulation desks.
9. The Augusta Public Library's Internet computers are connected through the State of Kansas filtering program Kan-Guard. If an adult patron feels that they have been blocked from a legitimate site, they may request that the filter be removed.

Failure to comply with library computer rules or misuse of software will result in the loss of privilege of using this library service. Violations of the policies described above for legal or ethical use of computing resources will be dealt with in a serious and appropriate manner. Illegal acts involving library-computing resources may also be subject to prosecution by local, state, or federal authorities.