

## **Cunningham Public Library Computer and Internet Access Policy**

The computer and Internet workstations of the Cunningham Public Library are available to library users who are registered users of the Library and whose library use is in good standing with no outstanding fines, overdue material, or misuse of other library privileges. One time use of the computer and Internet workstation by a visitor to the library does not require library user registration, but does require a signed agreement to this ***Computer and Internet Access Policy***.

The only computer and Internet use authorized by the Library is legal use and each user is required to agree to and 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 the user's loss of privileges. Illegal use of the Internet, especially in regard to viewing child pornography, making threats of violence or other criminal acts are prosecutable under applicable state and federal laws. The computer and Internet workstations are monitored by the Librarian or staff for assistance and security.

The Library's Internet access is intended primarily as an information resource. **The Library will allow users to access their e-mail using the library computers, but users are strictly prohibited from participation in chat rooms, instant messaging, and/or blogging.** Parents agree that the monitoring and supervision of their children's use of the Internet is their responsibility. While using a library computer for Internet access, a parent or guardian must sign the ***Computer Access Form*** for their children who are age 17 (age of a minor under the ***Children's Internet Protection Act***) or younger. In addition, the Library acknowledges that a parent or legal guardian may restrict his/her minor who is under the Kansas age of majority which is 18 years of age from use of Internet resources available at the Library using the ***Internet Access Restriction Form***.

Use of the computer and internet is on a first-come, first serve basis. A user must sign-in at the front desk prior to using the computer or Internet. Each user may use the computer or Internet for one hour of time each day. Patrons under the age of 10 must have a parent or guardian seated with them while operating the Internet workstation. Workstations are limited to use and viewing by only one person at a time, unless a parent is required for supervision. No patrons are allowed to stand around or behind the terminals. A minimal level of computer competence is required for users of the Internet workstation. The Librarian or staff can offer suggestions and answer questions, but cannot provide individual training. The Librarian or staff always maintains the discretion and right to interrupt or end computer or Internet use by a library user.

The Library is not responsible for any loss of data that may occur from use of the Library's computer. For those users who want to save their files, formatted disks can be purchased from the Library for \$1.00 each. Purchased disks must be left at the library, but may be reused by the patron. There is \$.10 per page charge for printing. Users may not run their personal software or programs or software or programs

downloaded from the Internet using the Library's computer. Any files left on the Library 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.

Illegal acts involving Library resources may be in accordance with ethical standards of the Library, which prohibit:

- . Violation of computer security
- . Unauthorized use of computer accounts or access codes
- . Use of computer which impedes activities of others
- . Violation of software license agreements
- . Violation of user privacy
- . Playing of internet games
- . Transmission of chain letters, broadcast letters, or any form of junk mail
- . Subscription to any service that requires a financial commitment, such as Newsgroups, listservs, or commercial ventures.

Users must use the computer resources for legal purposes only. Unacceptable purposes include, but are not limited to, the following:

- . Destruction or damage to equipment, software, or data belonging to the Library
- . Unauthorized monitoring (or disruption of) electronic communications
- . Unauthorized use or destruction of data of other users
- . Unauthorized copying of copyright-protected material
- . Harassing, libeling, or slandering other users
- . Transmission or viewing of material defined as obscene or child pornography
- . Unauthorized disclosure, use, and dissemination of personal identification information
- . Transmission of computer viruses