

CLINTONVILLE PUBLIC LIBRARY INTERNET POLICY

Prior Dates of Review and Approval: August 19, 1998 & September 20, 2000, January 21, 2004, June 20, 2007, August 21, 2008, July 15, 2010, December 15, 2011

Revised & Approved: October 11, 2018

The Clintonville Public Library provides workstations for free public access to the Internet as an informational, educational and recreational resource. Use of the Internet via the Library's wireless network is also bound by this policy.

The Library assumes no responsibility for the use of the Internet by children. **Parents of minor children must accompany their children when they use the Library's Internet service. Children ages 11-18 may use an Internet computer without a parent present only if they have an Internet Permission Slip signed by a parent or legal guardian in front of a Library staff member.**

Access to the public computers require a current library card and a PIN (Personal Identification Number) or a visitor's pass. Access will be restricted if a patron has an account balance above \$5.00. Computers in the Children's Area are generally available only to children under the age of 18, to caregivers of children in the area, or persons doing research involving children's materials.

Use of the Internet computers is on a first come, first serve basis. The Library uses SAM (Smart Access Manager) computer software. The Internet sessions are in 30-minute blocks. Your time can extend up to 4 hours per day depending on availability.

The SAM software requires users to accept the Library Internet agreement. This agreement implies acceptance of the Library Internet Policy, available upon request.

The Library charges for printing:

- \$.15 for black & white
- \$.25 for color

Ethical Use:

The Library expects that all use of electronic resources will be responsible and ethical, consistent with the purpose for which these resources are provided. This includes:

- Using resources for educational, informational and recreational purposes only, not for unauthorized, illegal or unethical purposes.
- Respecting the privacy of others by not misrepresenting oneself as another user; by not attempting to modify or gain access to files, passwords, or data belonging to others; by not seeking unauthorized access to any computer system, or damaging or altering components of any network or database.
- Respecting the privacy of others by not interfering with their use.
- Making only authorized copies of copyrighted or licensed software or data.
- Not sending, receiving, or displaying, text or graphics, which may reasonably be construed by Library staff as offensive to the public.
- Not making unauthorized changes to the setup or configuration of the software or hardware.

Disclaimer:

The Library cannot control specific information on the Internet. Libraries do not vouch for or endorse either written material in their collections or electronic information. Selection policies that govern the Library's purchase of written materials, may not apply to material accessed

electronically. It is the responsibility of the user (or the parent or guardian) to determine what is appropriate.

The Library is not responsible for damages to equipment or data on a user's personal computer from the use of data downloaded from the Library's Internet service. Personal devices may not be connected to Library computers without prior approval from the Library staff.

While respecting individual users' rights to privacy, Library staff reserves the right to monitor use of the computers to ensure compliance with this policy.

Staff may ask users to remove themselves from Library equipment if they observe any behavior, which they judge to be in conflict with this policy. Misuse or abuse of computers or Internet access may result in suspension of Library privileges.