

## V. COMPUTER & INTERNET USE POLICY

### 1. PURPOSE

Responsible users are key to successful computer use at Stewart B. Lang Memorial Library. To ensure equitable access to the Library's computer resources as well as compliance with the Library's Mission, all users of the Library's computer resources, including Internet access, are bound by this policy.

### 2. POLICY

The Library is committed to supporting ethical use of its computer resources. Toward this end, the Library specifically prohibits the use of its computers and Internet resources for the following purposes:

- Violation of any local, state or federal law including copyright laws and other intellectual property protections.
- Accessing, uploading, downloading, or distributing pornographic, obscene, or sexually explicit material or language.
- Accessing other computer equipment or data without implied or direct permission to do so.
- Damaging or disabling electronic devices through the release of computer viruses or other disabling programs.
- Engaging in any activity that is deliberately offensive or creates an intimidating or hostile environment.

Use of the Library's computer resources is a privilege accorded to patrons and Library staff may deny computer user privileges to individuals who violate any provision of this policy.

### 3. REQUIREMENTS

- 3.1 All computer users must sign in to use our computers.
- 3.2 Computer users under the age of eight must be supervised by a responsible adult.
- 3.3 Computer users under the age of 13 must have a parent permission form on file if they are using the computer to access the internet without a guardian present.
- 3.4 Computer use is limited to 45 minutes if there are other patrons waiting for computer access.
- 3.5 Individual users or guardians must accept responsibility for determining the reliability, suitability and appropriateness of the internet content. Internet computers and network services may not be used for illegal activities, including the harassment of others. Users may not misrepresent themselves when using the internet.
- 3.6 Displaying or printing images which are sexually explicit, obscene, or harmful to minors is expressly prohibited.
- 3.7 The unauthorized reproduction and distribution of copyrighted materials is prohibited, except by the principles of fair use.

- 3.8 Internet users are cautioned that the internet is not a secure medium and all transactions, files, and communications, including personal information, are vulnerable to unauthorized access, and therefore should be considered public.
- 3.9 The library will not release information on the use of electronic resources by members of the public except as required by law.
- 3.10 Patrons may not use their own software programs on the library computers, and are encouraged to save their work by using their own memory device.
- 3.11 Tampering with or altering, editing, or damaging computer hardware and/or software is grounds of revocation of computer privileges and may result in criminal charges and/or suspension of library privileges.
- 3.12 The library staff will take appropriate actions when they are aware of violations. Violations may result in loss of privileges and/or legal action.

#### 4. FILTERING

To comply with the Children's Internet Protection Act and restrict access to online content that may be considered harmful to minors or offensive to adults, the library employs technology protection measures (filters) on all computers with internet access. As required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed as obscene, child pornography, or harmful to minors. Users are cautioned that filters are not foolproof and due to technological limitations cannot obstruct access to all potentially harmful or offensive content. In addition, filters may block access to some legitimate or constitutionally protected material found on the internet. By law, individuals who have attained the age of 17 have the right to unfiltered internet access for bona fide research or other lawful purposes.

#### 5. DISCLAIMER

The Stewart B. Lang Memorial Library (including staff and trustees) assumes no responsibility for damages of any nature arising from an individual's use of the Library's computer and Internet resources. Users are individually responsible for complying with this policy and all applicable local, state and federal requirements. Parents are responsible for users who are minors.

The Library (including its staff and trustee) cannot control the information or links available through the Internet. Determining the appropriateness, validity and value of all such information and sources is the user's responsibility.

#### Revision History:

05/01/2002  
06/04/2007  
06/02/2008  
09/30/2019