

Earlham Public Library

POLICY: Internet & Computer Use Policy

Adopted: October 14, 2014 Last Revision: March 2021 Next Review: Jan, 2024

Board President Signature _____

Internet & Computer Use Policy

The Earlham Public Library provides access to the internet to fulfill its mission to be a hub of technology access, providing computers and internet access for public use.

The library has no control over the information accessed through the internet and cannot be held responsible for its content. The content of the internet is not filtered; therefore, patrons may encounter materials they consider offensive. Individuals must accept responsibility for evaluating content. As with other library materials, the library affirms responsibility of parents or guardians to guide their children's use of the internet.

Illegal use of the internet is prohibited. It is illegal to use the library's computers to access, view, print, distribute, display, send or receive images or graphics of material that violates laws, including those relating to child pornography and content that is "harmful to minors".

The library supports the right to privacy and confidentiality of its patrons and maintains no records of what the patron views.

The library provides free, unsecured, wireless internet access for public use. Security for personal wireless devices rests solely with the owner of the wireless device. Personal use of the library's public wireless access will conform to policies regulating other types of public internet access provided by the library.

Patrons need to have no overdue materials or fines that exceed \$5.00. Guests may use the public computers with the librarian's approval.

The library does not permit downloading of information to the computer's hard drive or the changing of the computer settings. No personal software can be downloaded and saved on the computers.

No more than one person per workstation at a time. The library reserves the right to terminate or limit the number of sessions per day. Computers may not be reserved or held for later use.

Printing will cost \$.10 per page. For school work, the cost is \$.05 per page. Computer users will be reminded of the U.S. Copyright laws and all other applicable laws.

If a member of the library staff is forced to take disciplinary measures, patrons could forfeit all library privileges, which include access to any library resource, service, material checkout and even access to the library facility.

Library staff cannot provide in-depth training, but will attempt to help you as much as possible. Computer classes may be offered on an individual bases with an appointment.