Computer Use & Internet Access Policy

Statement of Purpose

The James E. Nichol Memorial Library recognizes the importance of free and public access to the internet and computers in our increasingly digitalized world. The purpose of this policy is to establish guidelines for offering internet access and computer use at the Library.

Policy

The James E. Nichols Library shall provide free public access to the internet by providing free use of the Library's public computers and free wireless access to patrons and the general public.

By using a Library public computer, the user agrees to abide by this *Computer Use & Internet Access Policy*, as well as the *Library User/Patron Code of Conduct Policy*. Violation of these rules may result in loss of computer access, suspension or revocation of library privileges, or being banned from the Library.

Patrons and visitors are welcome to use the two (2) computers available for public use on a first-come, first-serve basis. The Library reserves the right to impose a time limit on use of its computers. The limit is 30 minutes, but an individual may use a computer for a longer period if no one else is waiting. There should be no expectation of privacy, ,as both public computers are in view of other patrons, visitors and Library staff.

Printing is available at a per page cost determined by the Board of Trustees. Currently printing in black and white is $0.25/page; color is $.050/page.

The Library's computers may not be used for illegal purposes. This includes but is not limited to hacking, child pornography, copyright violations, bullying, threats, or other harassment. It is the responsibility of the user to not violate any laws when using the internet. The Library will cooperate with lae enforcement or investigations as required by law.

Downloading to a flash drive is allowed. Downloading to the hard drive and manipulating the Library public computer's operating system, setup or files are prohibited. This includes changing the homepage, adding or altering screen savers and adding icons to the desktop. Abuse of the hardware or software will result in the user being denied use of the computers. Users will be responsible for any damage to equipment or networks caused by misuse.

Free Wi-Fi is available for the public inside the library and on its grounds. No password is required. The Library's wireless network is not secure; those using the free Wi-Fi do so at their own risk. The Library is not responsible for any downloaded virus, malware or other potentially damaging programs or the effect of said downloads, data loss, or loss of privacy that users may incur as a result of logging into or using the Library's Wi-Fi network.

Library staff cannot provide in-depth training concerning internet or personal computer use. They may however, offer searching suggestions and answer general questions.

Due to the nature of the internet, users may encounter materials that are inaccurate, incomplete, out-if-date, controversial, or considered offensive by some. The library does not use filters to limit access to and cannot sensor internet content. Users should use their discretion to determine what is appropriate. The Library

disclaims any liability or responsibility arising from access to or use of information obtained through the internet, or any consequences thereof.

As with all library materials, programs or services, the responsibility for what children access or view on the internet rests with their parents or legal guardians. Parents or legal guardians are responsible for supervising their children whether they are using Library computers or their own device. The library staff will not act *in loco parentis.*

Revised and Approved by Board of Trustees 11/14/2022
Approved by Board of Trustees 5/23/2011