



# INTERNET USE POLICY

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**Purpose.** The purpose of this policy is to provide library users access to information and communication available on the Internet in accordance with the acceptable use standards outlined. Failure to abide by these standards may result in loss of Internet, computer, and Library privileges.

**Acceptable Use.** Use of the library's computers shall be guided by the following principles:

1. Respect for the rights and privacy of others.
2. Adherence to the legal protection provided by copyright and license to programs and data.
3. Consideration for the security and functioning of computers, computer networks, and systems.
4. Adherence to CCL policies governing computer access and procedures for use.

**Unacceptable Use.** It is not acceptable to use the Crook County Public Library computers for:

1. Any purposes which violate U.S., state, or local laws.
2. Transmitting threatening, obscene or harassing materials, including the use of profanity or offensive language.
3. Intentional or unintentional disruption of network users, services or equipment, harm to other computer systems, including excessive bandwidth utilization.
4. Distribution of unsolicited advertising.
5. Tampering with computer or network security.
6. Making unauthorized entry into any systems accessible via Library computers.
7. Representing oneself as another person.
8. Developing and/or propagating programs that harass other users or cause harm to other computer systems (e.g. computer "viruses" and "worms").
9. Copying, file sharing, downloading or distributing commercial software or other material in violation of federal or international copyright laws.
10. Accessing or loading obscene, pornographic, or sexually explicit material.
11. Other uses deemed inappropriate at the discretion of CCL staff.

Illegal acts involving CCL's computers may be subject to prosecution by local, state or federal authorities.

**Internet Safety Policy.** In addition to the useful and educational material available on the Internet, content also exists that is not appropriate for children. Parents or legal guardians must assume responsibility for deciding which library resources are appropriate for their own children. CCL enforces a policy of Internet safety that includes measures to block or filter Internet access for minors and adults to visual depictions that are obscene, child pornography, or harmful to minors. Filtering software is not foolproof, and sometimes filters block access to sites that users would consider useful and inoffensive.

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Patrons age 17 or older may request that staff disable filters blocking access to such sites. CCL staff reserve the right to review a workstation when a violation of acceptable use or library policy is suspected.

**Access.** Internet computers are available free of charge on a first come, first served basis to patrons with a valid Crook County Library card. A parent or legal guardian may give permission for youth 16 years or under to use the Internet. Visitors may request a visitor pass with presentation of government-issued picture identification.

**Library Card Misuse.** Use of another person's library card including use to access the Internet is a violation of library policy that may result in immediate forfeiture of the library card and suspension of computer use privileges.

**Computers for Children.** Computers located in the Children's room are specifically designated for children and their parents or caregivers. Staff are authorized to refer older minors and adults to Internet stations located elsewhere in the library.

**Policy Violation.** Staff are granted the discretion to use progressive discipline for violation of the Policy or to immediately terminate a user's computer session depending on the nature of the violation.

**Procedures.** The procedures below for public computer use may be changed and updated as needed without official board approval.

1. Patrons may use computers for 60 minutes per day. Patrons themselves or staff may extend this time on a case by case basis.
2. Workstations are intended for use by one person at a time. Two people may work together at a workstation as long as the comfort and privacy of others is not compromised and walkways are not blocked.
3. Printing costs are .10 cents for black and white and .50 cents for color.

## **PLEASE BE AWARE**

The Internet is unregulated and its contributors represent various points of view. The Library assumes no responsibility for information available through the Internet - content, accuracy, timeliness or the method or manner in which the information, once obtained, is used. Some patrons may find information and/or materials that they feel are controversial or personally objectionable. Access to the Internet is permitted at the sole risk and discretion of the user.

Crook County Library expressly disclaims any liability for injuries and/or damages of any kind whatsoever, including consequential damages, arising out of the use of the Internet, the obtaining of any materials from or over any Internet connection and the fitness for use or purpose of any materials, programs or information obtained through access to the Internet.

The accessing or use of the Internet through any equipment or service offered by the Crook County Library shall constitute acknowledgement of this waiver and disclaimer and shall be deemed acceptance of its terms and conditions. All users shall expressly assume the risk of receiving incorrect, inaccurate, defective, fraudulent or unlawful information while accessing the Internet through any equipment or service offered by the Crook County Library.