

Internet Use Policy

The act of logging onto the Library's Internet computers and activating the timer constitutes agreement to the Library's Internet and Computer Use Policy! You must not have any past due materials or more than \$1 in late fees in order to log on.

Welcome to the Valley Center Public Library's Computer Network. To maximize availability of this resource, and to insure fair accessibility for all, please follow these guidelines, which include our computer use policies and procedures.

In response to advances in technology and the changing needs of the community, the Valley Center Public Library endeavors to develop collections, resources, and services that meet the needs of the Valley Center community.

You must check out the Internet at the circulation desk before logging on.

Patrons who use our computer network must have an active library card before logging in. Patrons who do not have an active library card must register through the regular application process at the circulation desk. To protect the library from liability for illegal use of the Internet, we require that each patron provide us with his/her name and library bar code before logging in. Staff will assist with login and logout procedures, as well as printing, if necessary.

The Library complies with state and federal laws. We have a particular awareness of Kansas laws relating to obscenity (K.S.A. 21-4301; 21-4301a; and 21-4301c) and federal laws on copyright (U.S. Code, Title 17). Technology protection is not reliable. Not all sources on the Internet provide accurate, complete, or current information. You need to be a good "information" consumer, verifying the validity of the information you find.

The Library does not permit the intentional access to Internet sites containing sexually explicit materials nor can the Library be held responsible for prohibited information that might be displayed. The Library does not censor access to materials or protect you from information you find offensive. The Library cannot be held responsible for Internet content. The Internet is a global entity with a highly diverse user population; library patrons use it at their own risk. The Library will interrupt or terminate a patron's computer session if the material displayed on the screen is not appropriate in a public environment. Since all workstations are in view of other patrons and staff, users are not permitted to display images containing gratuitous violence or obscenity as defined by Kansas law.

All computer resources accessible through the Library, including Internet resources, are provided equally to all library users. Parents or guardians, not the library or its staff, are responsible for the information selected and accessed by their children. Parents and only parents may restrict their children and only their children from access to resources accessible through the library. Parents are advised to monitor and supervise their children's access of the Internet.

The Library has no control over computer programs available through the Internet. Any loss of data, damage or liability that may occur from customer use of programs obtained through library access is not the responsibility of the Library. We encourage you to run a virus check on your computer often

especially if you access files downloaded from the Internet. Files stored on the library computer hard drives will be erased daily.

Stay within the computer program environment. Manipulation of operating systems, menus, icons, windows, or any other misuse of library computers will be grounds for revocation of all library privileges. Damage caused to the library computer network by misuse will be grounds for legal action.

Inappropriate use of Internet access will result in cancellation of the individual's use of this service. Examples of inappropriate use include, but are not limited to, the following:

- *Displaying or disseminating images containing gratuitous violence or obscenity as defined by Kansas law.

- *Disclosure, use, or dissemination of personal information that could threaten the safety or security of a minor, any other person, or the Library.

- *Attempting unauthorized access to restricted or confidential systems.

- *Tampering with computer hardware or software.

- *Violation of software license agreements and copyright laws.

- *Violation of another user's privacy.

- *Any illegal activity, unethical misrepresentation, or any form of harassment.

- *Use of library workstations for other than their intended purpose.

Any malicious damage to computer hardware/software requiring repair will be charged to the patron or guardian at the current repair rate, or the cost of the computer if found un-repairable.

Staff will check patron usage of the Internet on a random basis. If it is found that a patron has visited sites containing sexually explicit pictures, library privileges may be revoked for a period of up to six (6) months — at the discretion of the Director. In the case of a patron being under 18 years of age, the Director will notify the parents or legal guardian to discuss future Internet usage. Illegal acts involving library computer resources may also subject a user to prosecution by local, state or federal authorities. We reserve the right to contact the appropriate legal authorities for Internet abuse.

Public computer access is available during regular hours. Use of the public computer network and the Internet access computers is on a first-come, first-served basis. Users have a minimum usage time of 20 minutes with a 5 minutes notice if others are waiting for the Internet. Maximum usage per day is one (1) hour. Users agree, as a condition of use, that if anyone else is waiting they will make the computer available within 5 minutes of being informed by the library staff that another person is waiting. All patrons must log off computer ten (10) minutes prior to closing time. Staff will advise the appropriate

time. Extra time may be permitted at the discretion of library staff. The Library reserves the right to terminate a customer's computer session at any time.

Library Internet access allows individual patrons to send or receive e-mail using their personal e-mail accounts such as, Hotmail, Yahoo, etc.

No program (executable file) downloaded from the Internet or brought from outside the library may be run on a library computer under any circumstance. Library computer stations are for designated use only. For better service and the security of all users, patrons are not permitted to run programs of their own or programs downloaded from the Internet.

Other Internet uses that are NOT available in order to ensure security and support of our patrons include:

- *Internet Relay Chat

- *Instant messaging

- *Usenet newsgroup posting

- *Devices that require software insertion

- *Special purpose browser plug-ins

- *File storage on fixed disks without library staff permission.

Files stored on Library computer hard drives will be erased daily.

While there is no charge for Internet access, there will be a charge for printing (charges below are subject to change). Printouts from the HP Laser printer are \$.10 each, including errors made by patrons. By request patrons may request staff to print documents or pictures in color at the staff workstation. Color prints are \$.75 each. Printouts on any printer must be paid for at the circulation desk before leaving the premises. Unpaid printing fees will be treated as unpaid library fines, and will result in a suspensions of all library privileges until paid.

The Library maintains links to excellent online information sources that serve all areas of education and research, for children and adults. We urge users to ask library staff about these very effective, authoritative and excellent online resources.

Library staff may provide minimal assistance concerning the Internet, computer jargon, or personal computer use. We make every effort to offer suggestions and answer questions.

This policy may be amended from time to time.

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