Title: Computer and Internet Use Policy
Effective Date: 10/16/2018
Authorized by: Library Board of Trustees
Date of Last Revision:

Gas City-Mill Township Public Library offers access to the Internet in keeping with its desire to meet the educational, informational, and entertainment needs of the community. Internet access plays an important role in research and recreation in today's world. It provides free access to information sources that are not within the scope of the library's budget.

Gas City-Mill Township Public Library has no control over resources on the Internet and is not responsible for the content of materials on the Internet. Patrons are responsible for the information they encounter. Parents or legal guardians of minor children are responsible for their children's use of the Internet, and are encouraged to share their child's computer experience. In compliance with the Children's Internet Protection Act (CIPA), the library has installed filtering software designed to prevent access to material that may be harmful to minors. However, users should be aware that filtering software may unintentionally block sites that have legitimate research value or fail to block objectionable content. Filtering software is not a substitute for parental involvement and oversight.

To ensure fair and proper use of library computing resources, users must follow the legal and ethical rules listed below.

Computing resources may only be used for legal purposes. Examples of unacceptable purposes include, but are not limited to, the following:

- Violation of any applicable federal, state, or local laws, ordinances, rules, or regulations.
- Harassment of other users
- Libeling or slandering other users
- Destruction or unauthorized monitoring of electronic communication
- Unauthorized copying of copyright-protected material
- Violation of software license agreements
- Transmission of speech not protected by the First Amendment, such as libel and obscenity
- Intentional propagation of computer viruses or other malicious software.
- Attempting unauthorized entry to the Library's network or external networks
- Users may not represent themselves as another person.
- Unsolicited advertising is not acceptable
- Destruction of or damage to equipment, software, or data belonging to the library or other users

Computing resources should be used in accordance with the ethical standards of the Library. Examples of unacceptable use include, but are not limited to, the following:

- Violation of computer system security
- Unauthorized use of computer accounts, access codes, or network identification numbers assigned to others
- Use of computer communications facilities in way that unnecessarily impede the computing activities of others
- Violation of network usage policies and regulations
- Violation of another user's privacy

Use of the Library Internet access stations to display, disseminate or transmit obscene or pornographic material is prohibited.

Access to the Internet via the library's resources (using the library's computers or the library's wireless Internet access) implies agreement with this policy.

The privacy and/or safety of electronic transmissions cannot be guaranteed. Furthermore, since patron computers are located in public areas of the library, what is displayed on the monitor may be seen by others. If a patron chooses to bring in his/her own computer or software for use in the library, the library is not responsible for damage to that computer or software or for corruption of the data, including corruption caused by virus or spyware infection.

Use of the computers is on a first-come, first –served basis. Users are required to sign in at the computer.

Computers have a 60 minute time limit, if no one is waiting staff may extend time. Printing is available for 10 cents a page for Black and White prints and 25 cents a page for color prints.

Although the Library will not provide e-mail accounts, assistance in subscribing to web-based e-mail will be given and access to such accounts will be allowed.

The Library must have on file a signed parental consent form for children and young adults to use the internet. Parents must allow or not allow computer use when filling out registration card for any child under 18. If the child does not have a card, they must have parent or guardian give their approval for internet use before a visitor's pass is issued.

Library staff has sole authority for determining if patron behavior is inappropriate. Computer usage is subject to time restrictions to ensure equal access and may be monitored. Library staff has the authority to end an Internet session and/or revoke Internet use privileges if inappropriate behavior occurs.

Gas City-Mill Township Public Library assumes no liability for any loss or damage to users' data or disks, nor for any personal damage or injury incurred as a result of using Gas City-Mill Township Public Library's computing resources.