

POLICY REGARDING ACCEPTABLE USE OF COMPUTER RESOURCES

The Beaumont Library District provides access to computer equipment, programs, databases and the Internet. All Library users are expected to use these computer resources only for legal purposes and should not have an expectation of privacy. Patrons are expected to have basic knowledge of using a computer and the internet. Library staff are not required to give repeated or in-depth assistance with computer use.

The Internet, as an electronic information resource, enables the Library to provide information beyond the confines of its own collection by allowing access to ideas, information, and commentary from around the globe. It is an unregulated medium in which any person, group or organization may post information. As such, Beaumont Library District has no control over or responsibility for the content, accuracy, timeliness or usefulness of information accessed. Each individual user is responsible for the choice of sites visited. The Library cannot censor access to material or protect users from all offensive information. Since the Internet is not secure, users accept personal and financial responsibility for information transmitted or received by their use. As required by the Children's Internet Protection Act (CIPA), the Library has installed filtering software on its public access Internet computers and Wi-Fi. The software present on all public access Internet workstations and the library's free public wireless are intended to protect against access to visual depictions of obscenity or child pornography. However, the presence of a filtering program should not create a false sense of security. The size and dynamic nature of the Internet prevents any filtering program from offering a 100% guarantee that no unwanted Internet resources will be displayed. In addition, no computer program or filter has yet been created that can completely block access to obscene, harmful or illegal information without also blocking access to "useful" information. Even though there are filters on the computers and WiFi, that does not free parents of the responsibility of guiding or helping their children with internet resources. Any adult who believes that he or she is being prevented from using a legal Internet resource may contact a Library Staff member to request that the site be added to the "whitelist" of allowed sites.

As with other library materials, monitoring and restriction of a minor's access to the Internet is the responsibility of the parent or legal guardian. Beaumont Library District staff do not have the responsibility or right to act in loco parentis (on behalf of parents or guardians). It is strongly suggested that parents or guardians supervise their children's internet sessions. They should work closely with their children in selecting and using computer resources that are consistent with their own distinct family and personal viewpoints or values.

Legal Use of the Internet

All users are expected to comply with U.S. Copyright Law and all other applicable laws. All users are expected to use computer resources in a responsible and courteous manner and to follow all

applicable procedures established for the use of these resources. Responsible use of the internet includes:

- Complying with the Library's procedures established to maintain fair and equitable use of limited resources.
- Refraining from illegal use of the Internet.
- Respecting intellectual property rights by making only authorized copies of copyrighted licenses, software or data.
- Respecting the privacy of others by not misrepresenting oneself as another user; by not attempting to modify or gain access to files, passwords or data belonging to others; and by not seeking disallowed access to any system via the Internet.
- Refraining from altering or damaging the configuration of equipment (library's or otherwise) used to access the Internet at the library.
- Refraining from altering or damaging software or data residing on the library's workstations; and from tampering with, destroying or damaging equipment; software or data belonging to the library.
- Refraining from disruptive use of any network user or services. Such interference includes, but is not limited to, distribution of unsolicited advertising, harassment of others, propagation of computer worms or viruses, randomly initiating interactive electronic communications and overuse of interactive network abilities.
- Activities that violate local, state or federal laws are prohibited. Such activities include, but are not limited to the following:
 - Violation of any federal or state law that makes it illegal to download or purvey child pornography, to purvey pornography to children, or to commit fraudulent acts using the internet.
 - Engaging in any activity which is deliberately and maliciously offensive, libelous, or slanderous. This includes transmitting, viewing or displaying pornographic or sexually oriented material using library equipment or supplies.
 - Violation of any federal or state law that makes it illegal to gain unauthorized access to a computer belonging to another person, commercial or non-profit entity, or governmental organization.
 - Violations of U.S. Copyright Law (Title 17, U.S. Code) which prohibits the unauthorized reproduction of copyrighted materials, except as permitted by principles of "fair use."

For any violations of these policies, a person may be ejected from the building and his or her library privileges suspended. The library reserves the right to prohibit those who fail to use computer workstations appropriately and responsibly from future access. Illegal acts may subject violators to prosecution by local, state, or federal authorities. The Library Director and all library personnel are authorized to enforce these policies.

- Beaumont Library District does not release information on the use of the Internet by library users except as required by law.

Rules Governing Use of Public Internet Computers

All users of Beaumont Library District's computer resources, including, use of the wireless network are expected to comply with the Library Code of Conduct, which prohibits disruptive behaviors (i.e. arguing or fighting over computers) and disturbance of others.

- One or more sessions totaling 90 minutes or less are allowed each day.
- Patrons must use their own library card for using computers. If a patron does not have a card, then a guest pass will be issued.
- Computers may be used on a first-come, first-served basis.
- The library may schedule use of any or all computers for such activities as instruction or maintenance. Library use of computers will take precedence over use by individual customers.
- There is a \$0.10 charge for each black and white sheet of paper printed. There is a \$0.25 charge for each color sheet of paper printed. Printouts may be printed and picked up at the self-service printer.
- No more than two people should be at a computer user station at a time.
- Users are prohibited from using library computers, including wireless Internet access to display texts or graphics that may be considered obscene or harmful to minors, pursuant to state and local laws.
- Volume of headphones must be kept low to prevent disturbing others.
- Library staff may monitor use of computers to ensure compliance with this policy, and users hereby consent to such monitoring.
- One warning will be given for disruptive behavior. If the behavior continues, the user will forfeit the rest of his or her reserved time and may be asked to leave the library.
- Patrons are responsible for setting up their own email accounts although library staff may assist in setting up a free account.
- Computers automatically shut down 15 minutes before closing.
- Patrons using library computers for purchasing goods or services should be aware that the Library cannot guarantee the confidentiality or appropriateness of giving credit card or other personal information to others on the Internet.
- Beaumont Library District or its staff are not responsible for problems arising from the use of personal information on public computers, damage to personal storage devices, or the loss of personal data.
- Library staff are not required to assist with online purchases or transactions.

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