



Public Computers and Internet Policy

The library's internet access is intended primarily as an information resource and allows users to connect to resources on our website and outside the library. Information of the internet may be reliable and current or it may be inaccurate, out-of-date or unavailable. The library cannot guarantee that patrons who use the internet will have privacy in their communications and other internet uses. Internet access is available on public computers or patrons may use a personal laptop to connect by wireless connection. Non-library computers may not be plugged into the library's wired network.

Staff can assist library users in getting started on the internet. Library patrons use the internet at their own discretion. The internet contains materials that may be considered controversial or inappropriate. Parents are expected to monitor and supervise their children's use of the internet. The library's staff is not in a position to provide this monitoring and supervision. Parents who would rather their children did not have access to certain materials are responsible for advising their children. The library is responsible for providing equal access to library materials and services for all users.

When using a public computer, please abide by the following rules:

- Internet use is limited to one hour guaranteed daily, with two additional hours granted in 15-minute increments, so long as there is no one waiting.
- The computer cannot be idle for more than 10 minutes – it will automatically boot you off. If you need to leave the workstation, click on the session clock and choose "Hide my screen", which will give you up to 10 minutes to be away.
- There is a nominal charge for printouts that is set by the leasing company. Printouts can only be done on paper provided by the leasing company. To print, go to the printer kiosk located next the Circulation desk. Detailed instructions on how to print your document are there. Print jobs are deleted after 24 hours.
- Information may not be saved to the hard drive. Please bring a USB flash drive if you wish to save work. The librarian has a flash drive you can borrow to facilitate emailing work to yourself. The library is not responsible for lost files or "glitches" with documents.
- Users are not permitted to modify the installed hardware or software. Patrons may not change settings on the computer or set up shortcuts.

- Viewing sexually explicit material or other inappropriate material (including Adult Friend Find, XXXMatch.com, and pornography) is strictly prohibited (NYS Penal Code 245.11).
- Misuse or abuse of computers, or refusal to abide by staff requests, will result in immediate suspension of Internet privileges.
- Users may not misrepresent themselves or use the libraries computer to make unauthorized entry into any other computer or network.
- It is not advisable to use a credit card to pay for items you're ordering at our Internet stations.
- Maximum of 2 people at a workstation at one time.
- No food or drink is allowed by the computers. Please keep gum away from the computers as well.

A violator of these guidelines may be barred from entry into the library at the discretion of the library director or their designee.

Board approved 3/2023