

# WIXOM PUBLIC LIBRARY

## POLICY STATEMENT

### **PUBLIC INTERNET ACCESS POLICY**

Approved 2/2000; revised 3/2001; revised 1/2004; revised 3/2006; revised 7/2009; revised 11/2015.

#### **Use of Library Computing Resources**

The Wixom Public Library provides access to the Internet through computers in the Library and through wireless Internet accessible to patrons who bring their own devices. All patrons will have enhanced access to ideas and information through the Library's connection to the Internet. This access supports the Library's mission.

The Library makes no warranty or guarantee, express or implied, with respect to the quality, accuracy, authority or content of any information or material accessible via the Internet. Each user must independently evaluate for him/herself the nature and validity of such information or material.

Furthermore, the Library does not monitor and has no control over the information accessed through the Internet and cannot be held responsible for its content. Library patrons are expected to use library resources in a responsible manner. Materials brought up on any computer screen in the Library may be seen by others. Patrons are asked to be discreet in viewing or displaying materials that are legal, but may be considered offensive to others. Patrons are prohibited from threatening or harassing other library users.

The Library assumes no responsibility for any damages, direct or indirect, arising out of or in connection with access to the Internet, including any loss of data, privacy, or any harm or damage to any personal software, equipment or information; any asserted responsibility or potential liability is expressly disclaimed.

There exists no guarantee of security for the privacy of information in the use of the Internet, all transactions, files, contacts and communications are vulnerable to unauthorized disclosure, access or use. Users should therefore consider and treat as public all transactions, files, contacts and communications.

#### **Staff Assistance**

Staff may assist patrons in getting started on the Internet. However, the Library cannot guarantee that Internet-trained staff will be available to assist patrons at all times the Library is open. Because of the many different applications available on the Internet, staff may not be able to provide specialized or technical knowledge about a particular application.

#### **Children and the Internet**

Parents/guardians of minors are advised that they must assume responsibility for, and any restriction of, their children's use of the Internet through the Library connection. Library staff may be able to offer starting suggestions or search tips, but cannot act in place of or in absence of the parent. Parents are encouraged to work closely with their children in selecting material that is consistent with personal and family values and boundaries.

In compliance with Michigan Public Act 212, 2000, effective October 1, 2000, individuals aged seventeen and under are restricted to stations equipped with filtering software, unless directly supervised by a parent or legal guardian. This policy applies to wireless devices as well as library-owned equipment. A separate area in the Children's Department is provided for youth public Internet computers. All computers located in that area are filtered to block sites that are deemed obscene or contain sexually explicit mater that is harmful to minors. The computers in the children's area are reserved for minors and adults accompanied by a minor. Under obligation to Michigan Public Act 212, the Library reserves the right to request proof of age by Internet users.

### **Acceptable Use**

All users of the Library's workstations and Internet connections are expected to use this resource in a responsible and courteous manner, and to follow all rules and procedures as established in this policy.

A. Lawful Use. Internet computers may be used for lawful purposes only. Unacceptable use may include, but is not limited to, harassment of others, access of illegal materials, destruction of equipment, software or data not their own, disruption or unauthorized monitoring of electronic communications, violation of copyright, and/or violation of privacy. Workstations cannot be used for any fraudulent or unlawful purpose prohibited under any applicable federal, Michigan or local law, including but not limited to accessing material that can be classified as obscene or child pornography. Illegal acts involving the Library's Internet access service may be subject to prosecution.

B. Intellectual Property. Users must comply with all copyright and other intellectual property laws; users must likewise comply with any other applicable law Copyright law of the United States (Title 17 of the United States Code) governs the making of photocopies, printouts or other reproductions of copyrighted material. The person using this equipment is liable for any infringement. The Library is not directly or indirectly responsible or liable for any user's failure or refusal to so comply.

C. Use Must Not Be Harmful to minors. Internet users shall not permit any minor to view sexually explicit material or any other material deemed harmful to Minors.

D. Compliance with Patron Behavior Policy. Internet users must abide by the provisions of the Wixom Public Library Patron Behavior Policy.

E. Privacy. Patrons must respect the privacy of others by not misrepresenting oneself as another patron; by not attempting to modify or gain access to files, passwords or data belonging to others; and by not seeking disallowed access to any computer system via the Internet.

F. Time Limit. The Library has a limited number of terminals. Computer workstations are available on a first-come, first-serve basis. Patrons must relinquish the computer terminal immediately following the expiration of any posted time limit. Minimum allowable session times will be one hour for Library card holders and 30 minutes for visitors. Library card holders will be allowed a maximum of three hours of Internet use per day. Visitors will be allowed a maximum of one hour of Internet use per day. Sessions at express terminals are limited to 15 minutes for all users.

G. Printing Fees. Internet users must pay for all copies made at the posted price.

H. Reimbursement. The patron is responsible for payment of all printing charges.

I. Blocked Access. Library card holders with fines and fees in excess of \$15.00 will not be allowed to use Internet terminals until such fines and fees are paid.

J. Personal Software Prohibited. Patrons shall refrain from use of personal software on Library systems or the modification of any Library operating system or network configuration.

K. System Modifications. Patrons are not permitted to change the security setup, operating systems, the network configuration or any other configuration of any Library computer or equipment. Patrons may not install software onto any Library computer.

L. Software Security Restrictions. Patrons may not use the Library's computers to disseminate computer viruses, spyware, and malware or to otherwise hack, harm or interfere with the use of any other computer system.

### **Violations of Computer Use Policy**

A violation of this Policy may result in a temporary or permanent suspension of some or all of the patron's Library privileges.