

WELLS BRANCH COMMUNITY LIBRARY PATRON COMPUTER/INTERNET USE POLICY

In keeping with the library's mission and long-term goals, information technology, such as public-access computers, wireless Internet access, and a web-based catalog, is provided to meet and enhance the study and research needs of patrons and to enhance the quality and scope of services offered by the library.

The library cannot guarantee that equipment or service will be adequate for all applications or that resources will be available at all times. Specific sites and features may not be compatible with library systems. Access to the library's technology is a privilege that may be limited, suspended, or revoked by management.

In accordance with the library's 'Information Access' philosophy, the library does not monitor an individual's use of the Internet; nor does the library utilize filtering software except as noted for youth. Usage that generates reasonable complaints or prevents other patrons from enjoying library services may cause a user's session to be terminated by a manager. Repeat offenses will suspend or revoke library technology privileges at the discretion of the Director or Director's designee.

The use of library terminals for the transmission, dissemination, and /or duplication of information is regulated by state and federal laws. All library users must comply with these laws. Library policy forbids accessing illegal materials on its terminals or WiFi or utilizing the terminals or WiFi for harassment. Users who violate the law will lose access to this resource and may be removed from the library.

It is against policy to download, install programs, save files to or run an .exe type file on library computers. Any attempt to disable or circumvent the management or security software will result in an immediate end to library computer privileges. Any person who logs-in, or attempts to log-in, as another person will have their library account and access blocked for a measure of time. Any patron who allows another person to use their account to log-in to a computer will be similarly blocked.

Internet access is provided free of charge on both public access computers and through wireless technology available on library property. To provide equality of access to public computers, the library will utilize a method of standardized daily limits for all patrons. Limits are a matter of procedure and are reviewed regularly.

Users must present their own valid WBCL library card or government issued photo ID with name and birthdate. Minors must also have a valid Internet Permission Form on file. All users must adhere to the library's Computer/Internet User Agreement and all other library policies and rules.

To protect the community's investment, food and drinks are not allowed at the library's computer stations. Patrons are asked to avoid touching the hardware with any chemical

or materials that could transfer to the machine. Public computer desks are reserved for patrons with valid reservations on the machines.

Staff will assist patrons with basic technology use as time allows. The library is not responsible for damage to or deletion and/or alteration of patron files, documents, equipment, or information.

Patron use of the library's information technology is specified by procedures and user agreements created, maintained, and reviewed by the Library Director.