

Whitehall Public Library Policies

Title	Computer Use And Internet Access
Date Approved	3/10/2010
Amended	7/13/2016
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Purpose:

In support of its mission as a community resource for education, exploration, enrichment and enjoyment, the Library will provide free public access to computers and the internet.

Statement of Policy:

User Responsibilities and Acceptable Use

You must have a valid Library card in order to access the computers.

Library users from out of the area who are temporarily visiting the Library may request a guest card to access the computers. Valid photo I.D. is required.

Computers may be used on a first-come, first-served basis.

Each Library user upon logging into a computer is granted a two-hour session. If computer availability and staff time allow, a Library user may request an extension of time from a staff person. All extensions are ultimately at the discretion of Library staff.

No more than two persons may sit at a computer at any one time.

Do not turn computers on or off.

Hardware or software may not be modified or destroyed.

Copyright and trademark protections must be observed.

In the event of an equipment or power failure, or an operational disruption of any kind, the Library will not be responsible for any damage to any equipment or loss of data.

Storage and Printing

Computer users are responsible for saving their work while logged in. Information may be saved to removable media which Library users may provide or which may be purchased at the circulation desk. Any files temporarily saved to the computer desktop will be deleted.

Black-and-white printing is 10 cents per page.

Color prints are \$1.00 per page.

Library users can only print to paper that the Library provides. Resume-quality paper and envelopes are available upon request at the front desk; resume prints are 15 cents per page. Library users may not load their personal paper into Library printers. Library users may not open printers. If there is a problem, ask for assistance from a staff member.

Internet Access

Valuable sources of information may be accessed through the internet. However, the internet is a vast, unregulated medium; therefore, the Library is not responsible for any content or information obtained on the internet. Access to the internet is at the Library user's risk.

Children under the age of 12 are discouraged from using the internet without adult supervision. Parents or legal guardians, not Library staff, are responsible for what information is accessed by their children.

In compliance with the Children's Internet Protection Act (CIPA), all Whitehall Public Library computer terminals will be filtered. CIPA requires that access be blocked to sites that are obscene, contain child pornography or are harmful to minors within the meaning of applicable sections of Title 18 U.S. Code. The filtering will also help ensure that access is blocked to sites that are illegal, obscene, or sexually explicit within the meaning of 18 PA. Cons. Stat., Sec. 5903. Any adult (age 17 or older) may request that the filter be disabled without significant delay by an authorized staff member. A parent/guardian may request the filter be disabled for a child (age 16 or younger) in the event that the filter blocks a legitimate site.

Because the internet is an unregulated medium, the Library cannot monitor and control information that may be accessed by patrons through the internet. As appropriate, the Library may assist its patrons in understanding that the information accessed through the internet may contain material that may be incorrect, inauthentic, unreliable, illegal, obscene, or sexually explicit.

Library computers cannot be used for any purpose deemed fraudulent or unlawful, including any activities prohibited under any applicable federal, Pennsylvania, or local laws. Any illegal activity involving the Library's internet resources or equipment may be subject to prosecution by the appropriate authorities. Library staff has the right to refuse assistance to patrons whom they feel may be involved with, or the victim of, fraudulent or unlawful activity.

All computer and internet use that is deemed inappropriate may result in the termination of Library computer privileges.

Library computers are for public use. In order to protect user privacy, all public computer users are responsible for logging out of any open internet sites by clicking on that website's log-out button. The Library is not responsible for any personal information that may be viewed by subsequent public computer users.

Library Staff

The Library reserves the right to reserve computers for Library programs, restructure time limits, or end a computer session.